



Brussels, 11.9.2024
C(2024) 6134 final

ANNEX

ANNEX

to the Commission Implementing Decision

**amending Implementing Decision C(2019) 3271 as regards the list of supporting
documents to be submitted by applicants in Canada for short-stay visas**

Annex

'ANNEX I

List of supporting documents to be submitted by applicants in Canada for short-stay visas

Part I: General requirements

1. Proof of legal residence in Canada and re-entry document

- For travellers returning to Canada:
A Canadian permanent residence card or visa (valid for at least three months after the date of re-entry).
- For travellers proceeding to onward travel (not returning to Canada), after leaving the territory of the Member States:
Travel reservation (plane/train ticket) and relevant visa or travel document authorising entry into the country of destination.

2. Proof of travel arrangements

A round trip flight/travel reservation or other proof of intended transport and full itinerary, if the visit concerns several Member States and Member States not applying the common visa policy.

3. Proof of sufficient means of subsistence for the intended journey

- Bank account statement(s) for the last three months including movements, clearly indicating the name of the bank account holder(s) ; and if deemed necessary by the consulate other proof of funds such as:
 - a) recent credit card account statements clearly indicating the cardholder's name;
 - b) salary slips;
 - c) certificate of employment;
 - d) registered proof of sponsorship and/or private accommodation.
- Travelling for the purpose of business: If applicable, letter stating that all expenses are fully covered (e.g. a written proof that the employer/company sponsor pays the expenses).
- In case of self-employment: business registration and proof of funds.
- Students/researchers: if applicable, letter stating that all expenses are fully covered.

4. Proof of ties in Canada

Documents proving ties in Canada, such as:

- a certificate of leave issued by the applicant's employer;
- proof of owning a property (copies of invoices and property tax notice);

- investments or other financial commitments;
- educational or family-related commitments in Canada.

5. Minors travelling without parents/guardians or with one parent/guardian only

- Consent of the parent(s) or the legal guardian(s), certified by a public notary or a commissioner of oaths;
- Copy of parent(s)' or legal guardian(s)' passport;
- Certified copy of minor's birth certificate.

Part II — Documents to be submitted depending on travel purpose

1. Tourism

- Individuals: confirmed hotel reservations, stating the name, address and telephone number of the hotel, including the booking confirmation number.
- Groups: the letter of the travel agency mentioning the same information as for individuals, or other proof of accommodation (e.g. rental agreement).

2. Visiting family and friends

- Invitation letter from the friend/relative (some Member States may require that a specific form be used for the invitation letter — cf. information by the Member State concerned).
- Copy of the ID card (national or residence permit) of the friend/relative.

3. Business

- An invitation letter from the business partner specifying the nature of the business (some Member States may require that a specific form be used — cf. information by the Member State concerned);
- Reference letter from the employer; and
- Confirmed accommodation if different from the hotel, stating the name, address and telephone number of the accommodation.

4. Students/researchers

- Letter from the receiving institution on the length and purpose of the stay;
- Letter from the home institution on enrolment; and
- Confirmed accommodation.'