

Brussels, 30.8.2017
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ANNEXES 1 to 6

ANNEXES

to the Commission Implementing Decision

establishing the list of supporting documents to be submitted by applicants for short stay visas in Australia, Bangladesh, Ethiopia, South Africa, Thailand and Zambia

ANNEX VI

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

General requirements for all applicants

1. General

- a) flight reservation and complete intended itinerary, if possible covering the whole intended journey throughout the territory of the Member States, including return;
- b) for Zambian citizens: Copy of the National Registration Card;
- c) for non-Zambians living in Zambia: Visa or residence permit in Zambia valid at least three months beyond the applicants' intended departure from the territory of the Member States.
- d) if the non-Zambian national does not intend to return to Zambia, the applicant should present proof that entry to his/her country of origin or any other third country is guaranteed.

2. Verifiable evidence of sufficient means of subsistence during intended stay

- a) applicant's own means in Zambia:
 - (i) original bank account statements stamped by the bank showing movements over the last 3 months; or
 - (ii) formal obligation by a third person to cover the applicant's stay, including proof of identity and of financial means of that person (e.g. bank account statements).
- b) other verifiable evidence such as:
 - (i) if the applicant is employed: employment contract or recent employer statement, including information on monthly salary;
 - (ii) if the travel costs are covered by a company/organisation: Signed letter to that effect, certificate of registration, company bank statement of the past 3 months;
 - (iii) other means: Regular income, e.g. generated by property, social benefits.

3. Proof of integration into the country of residence

- a) proof of employment/self-employment:
 - (i) if the applicant is employed: Recent letter from employer indicating the employment status of the applicant within the company as well as the duration of the contract and duration of employment, salary slips stamped by the company (or equivalent), NAPSA;¹
 - (ii) if the applicant is a company owner or self-employed: Certificate of registration of the company as well as company shareholder certificate from PACRA²; tax return form.

¹ National Pension Scheme Authority

² Patents and Companies Registration Agency

- b) proof of family ties: marriage certificate, birth certificate of the children of the applicant to prove ties to the home country. If applicable: proof of other special circumstances, e.g. nursing care of family member due to serious illness/disability etc.

4. If the applicant is minor

- a) minor's birth certificate
- b) certified copies of ID/Passport of both parents
- c) the consent of a parent or legal guardian is required only if the minor is going to travel alone or with only one of the parents. Exceptions will be made, if the minor travels with the person who has exclusive parental authority.
- c) if the child travels with only one parent, the other parent must produce the certified consent.
- d) if only one parent has guardianship of the minor, the relevant court documents must be presented.

B. Additional requirements depending on the purpose of travel

1. Tourism

- a) proof of accommodation for the whole duration of the intended stay, throughout the territory of Member States: document from the hotel/establishment providing accommodation or any other appropriate document indicating the accommodation envisaged, e.g. proof of real estate property.
- b) confirmation of the booking of an organised trip or any other appropriate document indicating the envisaged travel plans, e.g. individual booking of planned activities, guided tours, event tickets.

2. Family or private visit

- a) for family visits: proof of family ties with the referent/inviting person
- b) proof of accommodation for the whole duration of the intended stay in the territory of Member States:
 - (i) in case of stay at a private address of family or a friend: a written and signed invitation. Some Member States require that a specific form be used for the invitation letter. For others, the signature on this invitation should be legalised by the competent authorities.
 - (ii) other document from the hotel/establishment providing accommodation or any other appropriate document indicating the accommodation envisaged, e.g. proof of real estate property.

3. Business

- a) invitation from a company or authority to attend a meeting, conference or event (including the purpose of invitation, the identity of invited person and the intended length of stay), or other proof of purpose of stay , e.g. entry ticket for fair/congress
- b) documents from employer confirming travel and showing purpose, business activities, applicant's position in the company

4. Medical treatment

- a) a certificate from a local medical institution in Zambia confirming the need of specific medical treatment to be provided in the destination country.
- b) an official document of the medical institution in the Member State of destination confirming that it has committed to performing the specific medical treatment and that the patient will be accepted accordingly.
- c) an estimate of the anticipated length of stay of the patient in hospital before being released to return to Zambia.
- d) proof of pre-payment of the treatment or other proof of sufficient financial means to cover the medical treatment and related expenses, such as additional insurance coverage.

5. Research or training

- a) certificate of enrolment at an educational establishment in the Member State of destination for the purposes of attending vocational or theoretical courses within the framework of basic and further training.
- b) if applicable, work permit or other relevant permits in relation to the research or training.
- c) letter of the institution sending the concerned applicant mentioning: the full address, telephone number of the school, reason and permission for absence, name and function of the person giving the permission.

6. Official purposes

A letter issued by the Zambian authorities confirming that the applicant is a member of the official delegation travelling to a Member State to participate in an event, accompanied by a copy of the official invitation.