

## Czech Republic

### Visa Note & Fees

#### Tourist

**Note:** Travel Agent needs to take an appointment first to submit the visa application directly with the Embassy. Without the appointment the Application cannot be submitted.

**Note:** The air ticket submitted along with the visa application should show the departure date after at least seven working days. The Embassy will not accept cases which show the travel date before the required processing time.

- ✓ The applicant should have a passport valid for at least 90 days beyond the date of expiry of the requested visa (photocopies of the pages with photograph, validity, present address and all valid visas of UK, USA, and other Schengen Countries). Passports valid for more than 10 years will not be accepted as the main required travel document. It is mandatory to have two blank pages opposite to each other.
- ✓ Original visa application form, can be downloaded from the site. The first 3 pages of the form must be filled out completely with a ballpoint pen (no red ink) or a typewriter.
- ✓ One recent passport-size photograph (35 x 45 mm) against a light background, 60-80% face coverage, glued (not stapled to the upper part of the first page of the application). Photograph should not be more than 3 months old.
- ✓ A Covering letter from the Applicant explaining the purpose of the visit.
- ✓ Confirmed onward/ return air ticket.
- ✓ Documents regarding assurance of the means of stay e.g. Hotel Voucher.

- ✓ Travel Insurance of Euros 30,000 for duration of stay in all Schengen states. The insurance should be valid for another 15 days from the date of return to India from Schengen State. Approved list of Indian Travel Insurance Companies providing Travel Medical Insurance for Schengen Visa:
  1. Apollo Munich for the age group of 6 months to 70 years.
  2. Bajaj Allianz for the age group of 6 months to 70 years.
  3. Chola MS for the age group of 0 month to 70 years.
  4. Future Generali for the age group of 6 months to 70 years.
  5. HDFC Ergo for the age group of 3 months to 70 years.
  6. IFFCO Tokio for the age group of 3 months to 70 years.
  7. New India Assurance Company for the age group of 0 month to 60 years.
  8. Reliance for the age group of 3 months to 70 years.
  9. Royal Sundaram for the age group of 3 months to 70 years.
  10. Star Health and Allied Insurance for the age group of 6 months to 70 years.
  11. Tata/AIG for the age group of 6 months to 55 years.
  12. Oriental Insurance Company for the age group of 6 months to 60 years.
  13. United India Insurance Company for the age group of 0 month to 65 years.
  14. Universal Sompo for the age group of 0 month to 70 years.
- ✓ In case of long stay, a recent Bank Statement or a letter from the host or sponsor in the Czech Republic confirming support during the visit and the capacity to do so. The Czech Immigration Officer at border crossings might request such documents.
- ✓ Bank Statements for the last six months (photocopy).
- ✓ Educational Certificates and Leave Certificate.
- ✓ The duration of the visa issued is dependent on the air ticket and on the discretion of the embassy.
- ✓ Processing time could be 7 to 10 working days or more.
- ✓ In some cases the decision making process can last up to 30 days. The Embassy cannot guarantee issuance of any visa. Their decision is final and irrevocable.

<b>Visa Category</b>	<b>Visa Fee</b>
Children age below 6 years	Rs. 0
Children age 6-12 years	Rs. 2800
Multiple entry upto 90 days	Rs. 4800
Single entry upto 90 days	Rs. 4800

Important : The visa fee mentioned above excludes Kibria service charge for visa processing.

## **Business**

**Note:** Travel Agent needs to take an appointment first to submit the visa application directly with the Embassy. Without the appointment the Application cannot be submitted.

- ✓ The applicant should have a passport valid for at least 90 days beyond the date of expiry of the requested visa (photocopies of the pages with photograph, validity, present address and all valid visas of UK, USA, and other Schengen Countries). Passports valid for more than 10 years will not be accepted as the main required travel document. It is mandatory to have two blank pages opposite to each other.

- ✓ Original visa application form, can be downloaded from the site. The first 3 pages of the form must be filled out completely with a ballpoint pen (no red ink) or a typewriter.
- ✓ One recent passport-size photograph (35 x 45 mm) against a light background, 60-80% face coverage, glued (not stapled to the upper part of the first page of the application). Photograph should not be more than 3 months old.
- ✓ A Covering letter from the Indian Company explaining the purpose of the visit.
- ✓ The Applicant must submit a valid invitation verified by the Foreigner's Police of the Czech Republic (in original).
- ✓ Applicant must also have evidence of financial resources of at least US \$500.
- ✓ Refundable caution money may also be asked. It depends on case to case.
- ✓ Confirmed onward/ return air ticket.
- ✓ Documents regarding assurance of the means of stay e.g. Hotel Voucher.
- ✓ Travel Insurance of Euros 30,000 for duration of stay in all Schengen states. The insurance should be valid for another 15 days from the date of return to India from Schengen State. Approved list of Indian Travel Insurance Companies providing Travel Medical Insurance for Schengen Visa:
  1. Apollo Munich for the age group of 6 months to 70 years.
  2. Bajaj Allianz for the age group of 6 months to 70 years.
  3. Chola MS for the age group of 0 month to 70 years.
  4. Future Generali for the age group of 6 months to 70 years.
  5. HDFC Ergo for the age group of 3 months to 70 years.
  6. IFFCO Tokio for the age group of 3 months to 70 years.
  7. New India Assurance Company for the age group of 0 month to 60 years.
  8. Reliance for the age group of 3 months to 70 years.
  9. Royal Sundaram for the age group of 3 months to 70 years.
  10. Star Health and Allied Insurance for the age group of 6 months to 70 years.
  11. Tata/AIG for the age group of 6 months to 55 years.
  12. Oriental Insurance Company for the age group of 6 months to 60 years.

13. United India Insurance Company for the age group of 0 month to 65 years.

14. Universal Sompo for the age group of 0 month to 70 years.

- ✓ In case of long stay, a recent Bank Statement or a letter from the host or sponsor in the Czech Republic confirming support during the visit and the capacity to do so. The Czech Immigration Officer at border crossings might request such documents.
- ✓ Bank Statements for the last six months (photocopy).
- ✓ Income Tax Returns for the last three years (photocopy).
- ✓ Educational Certificates and Leave Certificate.
- ✓ The duration of the visa issued is dependent on the air ticket and on the discretion of the embassy.
- ✓ Processing time could be 7 to 10 working days or more.
- ✓ In some cases the decision making process can last up to 30 days. The Embassy cannot guarantee issuance of any visa. Their decision is final and irrevocable.

<b>Visa Category</b>	<b>Visa Fee</b>
Children age below 6 years	Rs. 0
Children age 6-12 years	Rs. 2800
Multiple entry upto 90 days	Rs. 4800

Single entry upto 90 days

Rs. 4800

Important : The visa fee mentioned above excludes Kibria service charge for visa processing.

### Airport Transit

**Note:** Travel Agent needs to take an appointment first to submit the visa application directly with the Embassy. Without the appointment the Application cannot be submitted.

- Visa is required even if continuing the journey by the same, or first connecting aircraft without leaving the transit area of the airport.
- This requirement does not apply if the Passenger:
  - Holds a valid visa of any EU Country, Norway, Iceland, Liechtenstein or the Residence permit/ Long Term Visa of USA, Canada, Japan, Monaco, Switzerland, San Marino or Andorra.
  - Intends to travel directly from one of the countries listed under above, and holds a document proving a valid residence visa/permit before their departure.
  - Is a holder of a diplomatic, service, official or a special passport.

#### Visa Category

#### Visa Fee

Children age below 6 years

Rs. 0

Children age 6-12 years

Rs. 2800

Multiple Transit	Rs. 4800
Double Transit	Rs. 4800
Single Transit	Rs. 4800

**Important :** The visa fee mentioned above excludes Kibria service charge for visa processing.

#### Download Visa Forms

- ✓ [Business](#)
- ✓ [Tourist](#)
- ✓ [Transit](#)