



Embassy of Hungary
New Delhi



Hungarian Visa Application Centre
of
VFS Joint Visa Application Centre

BUSINESS CHECKLIST		YES	NO
1	Application Form duly filled in and signed by the applicant.		
2	Two recent passport size photographs in color with white background (3.5cm by 4.5cm) .		
3	Passport/Travel document must have a validity of at least 3 months after the intended stay. Have a validity of at least 3 months after the intended stay. Have been issued within the previous 10 years and the validity must not exceed 10 years and have 2 blank pages.		
4	Letter of invitation from the Hungarian business partner duly signed and stamped by an authorized person of the business entity. Please be advised that letter of invitation has to be issued in Hungarian language. English language letter is not accepted in this case,*		
5	Providing evidence of the actual business relations in Hungary by a letter of reference from the regional branches of the Hungarian Chamber of Commerce and Industry or the Hungarian Chamber of Agriculture. Please be advised that letter of reference has to be issued in Hungarian language. English language letter is not accepted in this case.		
6	Pre- arranged accommodation. Reservation of accommodation is accepted provided that you paid a deposit or have to pay a cancellation fee. Please note that proof of prearranged accommodation has to be presented even if it is arranged or covered by the Hungarian business partner.		
7	Salary slip of the last three months from the employer*		
8	Income tax returns of the last 3 years.		
9	Original bank account statement of the applicant of the last three months *		
10	Certificate of registration in the case of the self-employed.		
11	Travel Itinerary with travel dates, including a return flight reservation or ticket.		
12	Overseas travel medical insurance valid for all Schengen countries. The insurance has to cover the applicant for at least 30,000 Euros or equivalent, for all risks e.g. accident, illness, medical emergency, evacuate of arrival and departure.		

NOTE: *The Embassy reserves the right to request further documentation. Original Documents must be presented during the personal interview with the visa officer.*

Contact of applicant (Tel): _____

Email: _____

Signature : _____ (Applicant/Representative/Agent)

Location: _____

SO Name: _____

Date: _____