

Documents to be submitted on BUSINESS purpose

(We accept only original documents)

- **filled and signed application form**
- **valid passport** (at least 2 empty pages in the valid passport are needed!) together with the previous (old) passports
- **2 passport photos**
- **covering letter**
- **flight booking** (return or round trip) from/to Pakistan and the EU Member state of destination. If trips include several stops in the territory of the EU Member states, reservations of intra-Schengen itinerary (train, flights, car rental)
- **hotel confirmation** - reservation of accommodation for the entire duration of the stay in the territory of the EU Member States
- **valid travel insurance** for the entire duration of the travel
- **invitation letter from the company/organisation** letterhead detailing identity of person invited (name, position), purpose of visit (e.g. meetings, conference, factory visits); dates and itinerary;
- **documentary evidence of business relationship** (copies of invoices, shipments, correspondence);
- **fresh printed bank statement of the company** with 6 months transaction history and clear indication of closing balance
- **personal bank statement** showing movements in the last 6 months, and closing balance duly signed and stamped by the bank
- **proof of income** (one of the below options)
 - National Tax Number Certificate;
 - Federal Board of Revenue (FBR) acknowledgement of tax returns for the last 2 fiscal years before the application date;
 - If the applicant is **salaried**:
 - Payslips for the last three months before the application date;
 - Copy of the employment contract;
 - an employer's letter stating the approval for leave of absence, specifying the dates of absence, position and salary of the employee, duration of employment, purpose of absence, contact number of employer.
 - If the applicant is a **company owner** or self-employed:
 - Certificate of registration of the company;
 - If the applicant is a **civil servant/government employee**:
 - Non Objection Certificate (NOC) issued by the Administration/public service employing the applicant stating the dates of the intended visit (for travel others than those for official purposes)
- **family registration certificate (FRC), birth certificate (BRC)** issued by NADRA
- **proof of residence**: for Pakistani Nationals: copy of Pakistani identity card (CNIC);
for non-Pakistani Nationals: proof of legal stay in Pakistan as appropriate;

For more/detailed information please click here:

<https://iszlamabad.mfa.gov.hu/assets/02/10/35/52853fe6adb1f301c743128e6ee9ea80df546b3c.pdf>