



## Checklist: Family members of EU or EEA nationals

### The application MUST be submitted in person

The following documents are required when applying for a visa. However, The Danish Immigration Service and the Embassy may ask for additional documentation at any time in order to process the application. **A translation in English must be attached to any documents in Thai.** Please check the boxes below and sign to confirm which documents you have submitted.

Please be informed that the application may be refused if supporting documents are not handed in together with the application. If missing supporting documents are not presented promptly (within 5 days of submission), the Embassy may refuse the visa application. The decision will normally take place within 15 calendar days, provided all required documentation is handed in. The period may be extended up to a maximum of 45 calendar days in individual cases, if further scrutiny of the application is needed and is submitted to the Danish Immigration Service.

Notes about Greenland and the Faroe Islands.

#### Documents from the applicant:

- Application form.** Fill in the mandatory online visa application form in [ApplyVisa.um.dk](http://ApplyVisa.um.dk)
- Visa Fee.** Reserve the EUR 80 visa applications fee with a credit card in [ApplyVisa.um.dk](http://ApplyVisa.um.dk)
- Cover letter.** A signed cover letter from [ApplyVisa.um.dk](http://ApplyVisa.um.dk)
- Passport photo in color.** Passport size photo 35–45mm in width, close up of your face measuring between 30–36mm, with a white background and not older than 6 months – NO retouch.
- Original passport and one extra copy of data page**  
The travel document presented must be valid at least three months after the intended date of departure. The passport must have at least two blank pages for the visa sticker and stamps and must have been issued within the last 10 years.
- Copy of all pages with previous visas and stamps of the applicant's passport(s)** Both new and old passport(s), if any.
- Marriage certificate** if you are married to an EU/EEA citizen (original + **1 copy**)
- Birth certificate** if one or both of your parents are EU/EEA citizen (original + **1 copy**)
- Birth certificate of the son/daughter you depend on** – if you are a dependent ascendant of an EU/EEA citizen (original + **1 copy**)
- Documentation that the EU/EEA national is exercising his/her right to free movement** pursuant to the EEA Agreement or the EFTA Convention (For example by of the EU/EEA national's registration certificate, valid ID or travel document).
- Documentation that the applicant joins or accompanies the EU/EEA citizen** (proof that the EU/EEA resides in the host Member State (see above) or a confirmation that the EU/EEA will travel to the host Member State).
- The embassy strongly **recommends** that you always travel with a valid **health/travel insurance**, although it is not required.

**The visa is free of charge.**

IMPORTANT: I hereby confirm that I have personally submitted the visa application and that all information stated in the application and the supporting documentation is true. I am aware that deliberately providing incorrect information or falsified documents are punishable by both Thai and Danish law and will lead to refusal of visa. I am also aware that the processing time is up to 15 days or more, and that I may be required to submit some other documents or to have an interview. **I have also been informed that there is an increased risk of the visa application being rejected if the requested information is not provided within the given deadline.**

Date:

Place:

Signature: