



## Checklist: Spouse or cohabitant of Danish/Icelandic citizen living in Thailand

### 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.

#### 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.
- Travel medical insurance,** covering all Schengen countries. Valid for all Schengen countries covering medical expenses of at least 30,000 EUR, (1,500,000 THB) as well as repatriation to Thailand/resident country.
- Proof of relationship.** Copy of marriage certificate or proof of cohabitation for at least a year.
- Proof of occupation.** Original documents confirming employment, private business, school or studies and permission for leave.
- Documentation of funds to cover the trip.** Original stamped bank statement covering minimum last 3 months from either applicant or spouse/co-habitant or both (no bank books). As a general rule, any amount less than 350DKK (1750THB) per day will be subject to an evaluation of the overall application.
- Copy of name or surname change certificate, if applicable.**
- Application fee** according to the Embassy's website and fee to VFS.

#### Documents from host:

- Invitation letter signed by the spouse/cohabitant** confirming current living situation, purpose of travel, itinerary, accommodation in Denmark/Iceland/Faroe Islands/Greenland and their intention to return to Thailand.
- Copy of spouse/cohabitant's passport,** showing either a valid residence/work permit or O visa to Thailand.

**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: