	FAMILY - FRIEND VISIT			
	List of Required Documents	YES	NO	N/A
1	Completed and signed **application form** for Schengen visa. An application is to be completed online at https://www.migracija.lt/auth/login?lang=lt (please select C type, print all pages, sign each of them, staple together and bring along with other documents).			
2	A **valid travel document** satisfying the following criteria: • Its validity period being at least three months longer than the validity period of the requested visa; • It shall contain at least two blank pages; • It shall have been issued within the previous 10 years.			
3	**2 colour photos** of the person • Actual (made no earlier than 6 months ago), size - 3.5 x 4.5 cm, printed on photo paper; • The face must occupy 70-80 % of the area, the face from the chin to the upper head should occupy 31-36 m; • The background is white and monochrome; • The person in the photo must be without sunglasses; • The person in the photo must be free of headwear or other items that cover the head except for the obligatory religious headwear; • Glasses cannot have darkened lenses; • The picture cannot have any lighting effect; • Eyewear should not cover eyes; • The mouth in the picture must be completely closed.			
4	Proof of adequate **travel medical insurance** covering the entire period of intended stay, valid for all Schengen States and covering any expenses which might arise in connection with repatriation for medical reasons, urgency medical attention, emergency hospital treatment or death during stay. The minimum coverage must be 30.000 EUR.			
5	Proof of confirmed **roundtrip flight ticket** or **reservation** to the country of final destination and to the country of origins or residency, or other proof of intended transport. If travelling by car originals and copies of car registration and insurance documents must also be provided.			
6	**Proof of accommodation** for the whole duration of the intended stay. *NOTE: If the information regarding accommodation is included in the letter of invitation, the applicant does not have to submit additional proof of accommodation.*			
7	**Proof of financial means**: • If applicant will use his/her own means of subsistence, last 3 months current **bank account statement** (original and copy) in your name and address showing details and a balance proving that you have sufficient means of subsistence both for the duration of the intended stay and for the return to Türkiye or your country of origin (minimum of 50 EUR per day). • If applicant is a student or unemployed whose means of subsistence will be provided by another individuals, then a **notarized copy of "Letter of Guarantee"** prepared and signed by sponsor as well as original copy of current bank statement signed and stamped showing a sufficient balance to cover the travel expenses of the applicant (50 Euro per day). *Note: If you are financially supported by your wife/husband, provide a marriage certificate and the wife's/husband's bank statements.*			
8	**Complete extract of the civil registry** (Tam Tekmil Vukuatlı Nüfus Kayıt Örneği)			

9	Electronic **invitation code** (request to issue a Schengen visa to applicant) of the inviting citizen or resident of the Republic of Lithuania issued in accordance with the established procedure. Letter of invitation is submitted electronically using Lithuania's migration service portal MIGRIS (https://www.migracija.lt/). The invitation letter is issued with the unique number, which must be presented upon arriving at the VFS office.			
10	If the applicant is a student: • Recent (not older than one month) **student certificate** (Öğrenci Belgesi) issued by the Council of Higher Education in Türkiye (YÖK) with a valid QR code.			
11	If the applicant is employed: • **General employment letter**. Recent (not older than one week), official and signed original letter from employer (headed letter with name, position of signatory and date of issue, address, recent telephone number and registration number in Türkiye) and signed and stamped **payslips** for the last 3 months; • The **company registration** in the chamber of commerce and a copy of the bulletin of the trade register; • Recent **statement of taxes** payment; • **Company activity** certificate (Faaliyet Belgesi); • Signed and stamped **permission letter** issued by the employer. • *Note: Permission letter should contain information such as the employee's name, surname and passport number, as well as the date the person started working, the length of stay in the country of travel, the type of paid/unpaid leave information, the contact information and title of the person who issued the permission letter.*			
12	If the applicant is owner of a private company: • The **company registration** in the chamber of commerce and a copy of the bulletin of the trade register; • Recent **statement of taxes** payment; • **Company activity** certificate (Faaliyet Belgesi). • Signed and stamped **permission letter** issued by the employer. *Note: Permission letter should contain information such as the employee's name, surname and passport number, as well as the date the person started working, the length of stay in the country of travel, the type of paid/unpaid leave information, the contact information and title of the person who issued the permission letter.* • If the applicant is self-employed: recent original letter from accountant, banker or solicitor (official headed letter with name, date of issue, address, recent telephone number and position of signatory and registration number in Türkiye) stating self-employment or business ownership in Türkiye and letter from the tax authorities.			
13	If applicant is a retired person: • His/her **retirement document** and detailed vital record.			
14	**SGK service document** (SGK hizmet dökümü) with readable QR code.			
15	For Turkish nationals, a **copy of Identity Card**. For non-Turkish nationals, **proof of legal residence** valid for at least 3 months after the planned return from the territory of the Member States or a document proving that the applicant has applied for a renewal of proof of legal residence. If not resident, proof of legal presence in the Republic of Türkiye and justification for submitting visa application in the Republic of Türkiye instead of the country of residence.			
16	Copy of passport's first page and Schengen visas received in the last 3 years.			

17	For minors: • **Copy of the birth certificate**; • Original copy of the **notarized permission** signed by parents (**"Letter of Consent"**); *Note: Consent of the parental authority or legal guardian should be required only if the minor travels alone or only with one parent. Exceptions should be made to this if the single parent with whom the minor is to travel holds the parental authority alone (i.e. in cases where the other parent has deceased or been deprived of custody, e.g. a death certificate of the other parent or a court degree vesting custody exclusively in the parent who is signing the application would be requested).* • **Copy of the valid Schengen visa of the parent(s)** travelling with the minor for whom a visa is not applied at the same time with the parent(s).			

ATTENTION

Pursuant to Article 23 of Visa Code, visa applications shall be decided on within 15 calendar days of the date of the lodging of an application which is admissible in accordance with Article 19. That period may be extended up to a maximum of 45 calendar days in individual cases, notably when further scrutiny of the application is needed.

In some exceptional cases, Embassy may request additional documents in addition to aforementioned ones.

Aforementioned documents must be up-to-date; not older than one week upon submission of application. The older documents are unacceptable.

Applicants might be invited to an interview by the Embassy.
Visa application fee is non-refundable.

Officers of VFS Global reserve their right to ask visa applicants questions about their travels during the application.

I acknowledge that I submit my visa application at least 15 days before my planned entry in Schengen Zone; otherwise, my application may not be concluded until my travel date.

Date **Signature**

I also acknowledge that if I fail to submit one or more of aforementioned documents, my visa application may be rejected.

Signature of VAC personnel **Signature of Applicant**