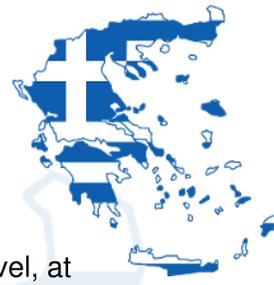


# GREECE VISA REQUIREMENTS:



## APPLICATION FORM

- One (1) duly filled (computerized or typewritten) application form (available on our website).
- Two (2) recent passport-sized photo with white background pasted on the application form.
- Passport with a minimum remaining validity of six (6) months after the starting date of the travel, at least two (2) adjacent free pages and no existing valid Schengen visas.
- All previous passports. Affidavit of loss for any previous passports lost, stolen or destroyed.

### 1. Proof of financial means of the applicant

- Bank certification, original bank books
- Personal bank statements, credit card statements or balance covering the last six (6) months

**2. Proof of travel** - Copy of the round trip airline reservation with Passenger Registration Number (or reservation number) and detailed itinerary (only itineraries with Greece as main destination and/or with the longest stay will be processed).

- Confirmed hotel reservations
- Travel Health Insurance
  - a. Minimum coverage of 30.000 Euros ; Must be recognized in all Schengen States
  - b. Validity period of the insurance coverage must be for the duration of the visa (example: A 90 days Schengen visa must have an insurance coverage of 90 days)

### 3. Proof of will to return

- Copy of employment contract or social security contributions (if relevant)
- Copy of real estate property – title-deed (if relevant)
- Proof of family ties in the Philippines (e.g. marriage certificate)

### 4. Proof of occupation

- **If employed:**
  - Certificate of employment with monthly compensation
  - Certificate of leave absence
- **If self-employed:**
  - Department of Trade Industry (DTI) / Securities Exchange Commission SEC registration of business
  - Income Tax Return
  - Business Financial Statement
- **If student:**
  - Proof of enrollment
  - Certificate of leave absence if travelling during school year

### 5. If traveling with spouse and/or children

- Marriage contract certified by the Philippine Statistics Authority (PSA)
- Birth certificates of children certified by the Philippines Statistics Authority (PSA)

### 6. For non-Filipino applicants who have valid residence status in the Philippines

- Copy of Alien Certificate Registration (ACR)
- Re-entry permit

### 7. Minors

- Affidavit of support & consent of parents (specially of the non-travelling parent) or legal guardian
- Copy of passport of parents or legal guardian
- Birth certificate of the minor certified by the Philippine Statistics Authority (PSA)
- Department of Social Welfare and Development (DSWD) clearance

**\*Photocopy of all original documents.\***

## DOCUMENTS TO BE SUBMITTED DEPENDING ON THE PURPOSE OF TRAVEL

### 1. Tourism

- Proof of accommodation: Hotel confirmation or hotel voucher
- Detailed day-to-day itinerary of the planned trip

### 2. Family or friends visit

- Proof of sponsorship: Letter of guarantee, invitation letter or hotel reservation
- Proof of relationship (birth certificate, marriage certificate)
- A photocopy of the bio data page of the passport and/or travel history of the sponsor in case of non-formalized relationship (boyfriend/girlfriend)

### 3. Traveling for the purpose of business trip, cultural or sports event, official visit

- Certificate from the employer: letter of the Philippine company introducing the businessperson, purpose and duration of the visit(s), financial cover of the visit, short company profile, etc.
- Invitation from the visited company or organization: the letter should incorporate relevant personal data of the invited, length of the invitation, reason and activity to develop in the Member State during the visit
- Proof of recent business contacts: In case of doubt repeated invitations from the same company in favour of the same applicant, documents in order to proof that the continuation of the commercial relationship with the company that invites (contracts, bills, etc.)

### 4. Participants in commercial fairs or congress / cultural or sports event:

- Austria, Belgium, Czech Republic, Denmark (may be requested if Denmark is represented by another Member State), Finland, France, Germany, Greece, Hungary, Italy, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Slovakia, Slovenia, Spain, Sweden, Switzerland.
- Letter of invitation from the organization of these events or invitations to attend them
  - Proof of accommodation: Hotel confirmation or hotel voucher

<b>VISA PROCESSING FEE:</b>	<b>PHP 6, 500.00</b> (Price is subject to change)
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**VISA PROCESSING TIME:** Approximately 2 to 3 weeks after appearance.

#### **NOTE:**

- Applicants with incomplete documents will not be considered eligible for interview
- You will be notified through email once the result of your application is ready for release. Telephone inquiries of visa application result will not be accommodated.
- Other documents not indicated may be required;
- Passport of applicants may not be pulled out while the application is in process.
- Arrange all the documents as listed.

#### **IMPORTANT REMINDERS:**

- o Please submit complete documents to avoid delays in processing.
- o Please do not leave any blank in the application form. Kindly put "**N.A.**" if it's not applicable.
- o Make sure that the back page of the passport is completely filled-up (address, tel numbers and name of person to be contacted in case of emergency).

Requirements are subject to change without prior notice.



ISSUED: APRIL 2019

## APPOINTMENT PROCEDURE:

- Send your request through this email address: [visa.man@mfa.gr](mailto:visa.man@mfa.gr)
- Example for requesting:
  - **SUBJECT** : INDIVIDUAL { LAST/FIRST NAME} {PASSPORT NUMBER}  
GROUP { LAST/FIRST NAME} {PASSPORT NUMBER}
  - **BODY:** VISA APPOINTMENT  
**EMBASSY OF GREECE IN MANILA**

We would like to request for visa appointment. Kindly refer to the details below.

### 1) **PREFERRED:**

Name of Applicant:

Passport No:

Contact No/s:

Type of Visa:

Main Country of Destination:

Expected Date of Departure:

- During regular season 48 hours you will receive confirmation of schedule or new appointment schedule.
- During fix season 3 to 4 days you will receive confirmation of schedule or new appointment schedule.