



CONFERENCE, SEMINAR & SHORT-TERM STUDY

I acknowledge that:

- If any documents are marked with NO below, my application may be considered incomplete, and ***I must submit the missing documents through VFS within five (5) calendar days.***
- ***I may be asked to provide additional information or be available for a phone interview.*** Failure to comply within the deadlines given may negatively affect the outcome of my application, and late submissions may not be considered.
- I understand that ***the Embassy recommends not buying any tickets before I know if my visa has been approved.***
- Applications ***received by the Embassy less than fifteen (15) calendar days*** before the intended travel date ***may be deemed inadmissible*** and returned without processing.
- ***I am aware of the Embassy's current processing times*** and understand that during extended processing times my travel plans may be affected if they fall within this extended processing period.
- ***Misuse of a Danish Schengen visa***, including travelling to another Schengen country on a single-entry visa or travelling to another Schengen country before Denmark on a multiple-entry visa, ***may result in denied entry, visa revocation, and negative consequences for future visa applications.***
- ***I am solely responsible for ensuring that all documents and information submitted are genuine, authentic, and accurate***, regardless of whether they were obtained or submitted through a third party.

I confirm that I have read, understood, and accepted the above conditions.

Name: _____ Signature: _____

Date: _____ VFS signature: _____

Documents required and provided:	YES	NO
Printed and signed ApplyVisa cover letter. Signature must match passport.		
Signed passport. Must be issued within the last 10 years, have two blank pages and be valid for at least 3 months beyond your intended stay in the Schengen area.		
If available, previous passport. All previous Schengen visas and stamps must be provided.		
Proof of UK residency (e.g., Immigration Share Code). Residency must be valid for 1 month beyond your intended stay in the Schengen area.		
Proof of UK arrival (date when you came to live in the UK; e.g., UK D-sticker; arrival stamp or letter from Home Office).		
Valid travel and medical insurance. Must cover the requested travel dates and be valid for the entire Schengen area.		
Proof of sufficient funds for the stay Original UK bank statements showing the balance and your name, covering the last 3 calendar months (approx. £40-60 per day). - If sponsored by spouse: marriage certificate + sponsorship letter + spouse's bank statements.		
Proof of purpose of visit – invitation letter dated and signed on letterhead or another form of documentation showing purpose and dates for visit. - For conferences, seminars & fairs: proof of (paid) registration/entry ticket must be provided.		
Proof of travel plan – e.g. reserved return ticket and reserved accommodation or sufficient means to cover such costs.		
Evidence of occupation – on letterhead, signed, and less than 1 month old. - Employment: Letter from employer incl. salary and position of applicant <u>AND</u> 3 months' payslips - Self-employed: Accountant letter incl. annual salary drawn and self-assessment form edited by revenue and customs authorities - Student: Letter of enrolment/confirmation of student status.		