



EMBASSY OF GREECE  
BEIRUT

**SCHENGEN VISA-PROFESSIONAL PURPOSES**

*\*Family members of EU/EEA/CH citizens are exempted from the visa fee requirement and may apply directly to the Greek Consulate*

REQUIRED DOCUMENTS	REMARKS
<ul style="list-style-type: none"> <li>○ The Schengen Application form is fully completed</li> <li>○ In English/French/Arabic language</li> <li>○ Signed by: applicant himself or by parents / legal guardian</li> </ul>	
<p>Additional documents for minors below the age of 18:</p> <ul style="list-style-type: none"> <li>○ Field 10 is filled in</li> <li>○ Copy of the passport data page by both parents and/or legal guardian</li> <li>○ Official Travel Permit of both parents and/or legal guardian certified by notary public</li> <li>○ If applicable proof of guardianship</li> </ul>	
<ul style="list-style-type: none"> <li>○ Valid and recognised passport</li> <li>○ +Not older than 10 years + still 3 months valid after return + 2 empty visa pages</li> <li>○ Copy of the passport data page</li> <li>○ Copies of previous visas with entry-exit stamps</li> <li>○ Non Lebanese nationals residing in Lebanon: <ul style="list-style-type: none"> <li>-residence permit valid at least three (3) months after anticipated date of return to Lebanon,</li> <li>- work permit valid for at least three (3) months after anticipated date of return, if applicable.</li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li>○ 2 ID photographs</li> </ul>	
<ul style="list-style-type: none"> <li>○ Round trip ticket(s) booking or reservation (including intra-Schengen travels if applicable)</li> </ul>	
<ul style="list-style-type: none"> <li>○ Proof of accommodation such as <ul style="list-style-type: none"> <li>- hotel reservation(s) (with proof of sufficient financial means to cover the accommodation(s) if the reservation is not prepaid or cancellable without fees before the arrival), or</li> <li>- other prepaid accommodation (vouchers by local travel agencies cannot serve as proof of prepaid other accommodation), or</li> <li>- private accommodation with proof of property, or</li> <li>- letter of invitation by a host, which includes the address of stay, or</li> </ul> </li> <li>○ - proof of private accommodation using the form as per national legislation of the country of destination, if applicable.</li> </ul>	
<p>Travel health insurance (<i>Family members of EU/EEA/CH citizens are exempted</i>):</p> <ul style="list-style-type: none"> <li>○ Valid for all Schengen countries</li> <li>○ Minimum coverage 30.000 euros &amp; repatriation</li> </ul>	
<p>Travel Purpose:</p> <ul style="list-style-type: none"> <li>➤ <u>For Business:</u> <ul style="list-style-type: none"> <li>○ Information to be provided by the inviting company/organisation: an official invitation, stamped and signed and containing the following information: <ul style="list-style-type: none"> <li>- the full address of the company/organisation and name of a contact person,</li> <li>- nature of the business/field of expertise,</li> <li>- extract of the business register in the country of destination (not applicable for public administration entities),</li> <li>- name and position of the countersigning officer,</li> <li>- purpose and duration of the visit,</li> </ul> </li> </ul> </li> </ul>	



<ul style="list-style-type: none"><li>- person or entity, who will bear the applicant's travel and subsistence expenses, if the cost will be covered by the inviting company/organisation.</li><li>○ Information to be provided by the sending company:<ul style="list-style-type: none"><li>- for business owners: proof of current business relations such as invoices, customs documents,</li><li>- for employees travelling on behalf of the company: employment letter, specifying the purpose of the trip and person or entity, who will bear (and, if applicable, guarantee) the applicant's travel and subsistence expenses.</li></ul></li><li>➤ <u>For fair visitors:</u><ul style="list-style-type: none"><li>○ Fair Ticket</li></ul></li><li>➤ <u>For conference/seminar/workshop/culture trip etc:</u><ul style="list-style-type: none"><li>○ Original letter of invitation from the organiser of the event in the country of destination containing the following information:<ul style="list-style-type: none"><li>- name and date of the event,</li><li>- detailed programme of the event,</li><li>- role of the applicant in the event,</li><li>- information of the entity covering the travel costs, accommodation and expenses during the trip.</li></ul></li><li>b) Letter from the institution sending the concerned applicant, if applicable.<ul style="list-style-type: none"><li>- a document proving the applicants membership in a national or other sport team, or</li><li>- a Verbal Note from the Ministry of Sport and Youth confirming the applicant's membership in a sports association.</li></ul></li></ul></li><li>➤ <u>for study and/or research:</u> certificate of admission or registration at an educational institution for the purpose of attending academic programmes or vocational courses.</li><li>➤ <u>for internship:</u> internship agreement or confirmation letter from the inviting company.</li></ul>	
<p>Current Occupation (<i>Family members of EU/EEA/CH citizens are exempted</i>)</p> <ul style="list-style-type: none"><li>○ <u>for employees:</u><ul style="list-style-type: none"><li>- employment letter, specifying the date of recruitment, job position in the company, salary level and absence permission,</li><li>- last three payment slips, and</li><li>- registration with CNSS (National Social Security Fund).</li></ul></li><li>○ <u>for company owners:</u><ul style="list-style-type: none"><li>- company statutes (copy),</li><li>- business registration (copy), and</li><li>- company bank statements for the last three months or tax statements for the company.</li></ul></li><li>○ <u>for self-employed persons:</u><ul style="list-style-type: none"><li>- syndicate card or letter,</li><li>- tax statements, and</li><li>proof of current business activities (order, contracts, etc.).</li></ul></li><li>○ <u>for retired persons:</u><ul style="list-style-type: none"><li>- proof of pension.</li></ul></li><li>○ <u>for students of higher education:</u></li></ul>	



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<ul style="list-style-type: none"><li>- proof for university or institution enrolment and confirmation of attendance of classes,</li><li>- proof of scholarship (if applicable), and</li><li>○ - proof of source of livelihood during the study and stay period.</li></ul>	
<p>Proof of financial means (<i>Family members of EU/EEA/CH citizens are exempted</i>)</p> <ul style="list-style-type: none"><li>○ Proof of personal assets or means of subsistence, such as<ul style="list-style-type: none"><li>- bank account statements with official stamp from the bank, showing movements of the past six months period, with bank information on the means and conditions to withdraw money from the account (i.e. terms and conditions of the account, sometimes included in the bank statements), or</li><li>- credit card with account statements of the last six months, or</li><li>- proof of income of real estate property.</li></ul></li></ul>	
<p>Marital status</p> <ul style="list-style-type: none"><li>○ Current family register</li></ul>	