

MALTA WORK VISA CHECKLIST <i>DOCUMENTS SHOULD NOT BE PRINTED BACK TO BACK</i>		YES	NO
1	Application Form duly filled in and signed by the applicant		
2	One recent Passport size photograph in colour with white background (3.5cm by 4.5cm). Please do not staple the photographs to the Application Form.		
3	Passport/Travel document must:		
	a) Be valid for at least 3 months after the intended stay;		
	b) Be issued within the previous 10years and not valid for more than 10years;		
	c) Have at least 3 blank pages.		
4	Overseas Travel Medical Insurance valid for all Schengen countries. The insurance must cover the applicant for at least 30,000 Euros or equivalent for all risks (accident, illness, medical emergency, evacuation etc). The policy must clearly specify the period of validity and must cover at least 12 months after arrival in Malta. For this purpose, Insurance may only be purchased from one of 16 Schengen recognized Insurance Companies in India.		
5	Confirmed Travel Itinerary with travel dates (with return flights for less than 91 days). Once the Visa is approved, a confirmed return flight ticket may be requested prior to Visa being issued		
6	Original Invitation Letter from Employer stating: professional status of applicant and details of the work to be carried out in Malta. The letter must be signed by authorized person, whose name and designation must be stated .		
7	Signed employment contract, certified true copy by a Maltese Notary Public.		
8	Original Identity Malta letter confirming that the request for work permit has been acceded to.		
9	Possession of skills/qualifications if employment so requires; Proof of Board Membership for liberal professionals; or Letter from Medical Institutions in case of doctors, must be submitted in originals (<i>Apostilled</i>) together with photocopies.		
10	Proof of Accommodation (<i>any one of the following</i>): (i) Confirmed Hotel Booking ; (ii) signed lease contract ; or, (iii) ' Declaration of Proof ' completely filled in and signed and photocopy of host/owner's ID card. Points (ii) & (iii) in original and witnessed by (<i>Maltese</i>) Public Notary.		
11	Original & photocopy of all the pages of current and the last previous passport		
12	Adhaar Card (<i>along with a photocopy</i>)		

NOTES:

- i) Submission of the above documentation does not guarantee that a visa is granted
- ii) The High Commission reserves the right to request further documentation and/or personal interview.
- iii) Original certificates, returned with passport, are to be submitted together with photocopies.
- iv) Failure to comply with the above, may lead to outright refusal.

Applicant's Name: Signature:

Passport number: Visa fee:

Comments if any:

.....

VFS staff name & signature: Date: