



CHECKLIST – Twin cities visa

General documents:

- Valid **travel document** (international passport) valid for a minimum of 3 months after scheduled return to the Russian Federation.
- Visa application form** correctly completed and signed.
- Photographs:** two recent colour passport photographs, not older than 6 months, bearing a true likeness to the applicant (3,5 by 4,5 cm.).
- Valid **travel-medical-insurance** policy, either individual or group, with a minimum cover of 30,000 euro and valid for all Schengen countries.
- Non-Russian citizens** have to present: Russian visa or residence permit + registration valid 3 months after scheduled return to the Russian Federation. Exception to this rule are citizens of Belorussia.
- Option:** Provide old passport(s) with previous EU Schengen visa(s).

For this purpose:

- Invitation:** Written request from the Head of Administration of the foundation or Mayor of host city including place to stay and mentioning which party is bearing the expenses of the trip.
- Financial means** in the Netherlands (host, employer or applicant / 34 euro per day).

Minors:

- Minors travelling without parents need their own passport.
- Application form:** For minors without their own passport: per minor a visa application form and 2 colour passport photographs need to be submitted.
- Parental consent:**
 - A) Minors that are accompanied by one of the two parents need to show the original notarized parental consent and leave a copy. The original is to be shown at the Russian border.
 - B) Minors that are not accompanied by any parent need to show the original notarized parental consent of both parents and leave a copy. The original is to be shown at the Russian border.
 - C) Minors with one parent need to show official original documentation and leave a copy. The original is to be shown at the Russian border.

Other evidence:

The foregoing is not an exhaustive list. Each applicant may be asked to provide additional documentation if the Embassy or Consulate General deems necessary.