

ANNEX III

List of supporting documents to be submitted by applicants for short stay visas in Georgia

1. For journeys undertaken to visit close relatives – spouse, children (including adopted), parents (including custodians), grandparents, grandchildren – who are citizens of Georgia legally residing in the territory of the Member States.
 - Flight ticket reservation.
 - A written request from the host person.
 - The written request must indicate the address under which the visa applicant will stay. If accommodation is not arranged by the host person: Hotel reservation or any other document indicating envisaged accommodation.
 - If the applicant covers the costs himself: applicant's bank statement demonstrating the last three months' account movements or if someone else covers the costs: bank statement of a person who covers the cost demonstrating the last three months' account movements and/or formal letter of obligation (regarding the formal letter of obligation, please consult the website of the Consulate of the Member State concerned).
 - Recent employment certificate (in case of company owners – registration of the company indicating that the applicant is the owner) and/or title of property ownership in Georgia.
 - A (legalised) document proving close family relationship with the inviting person, with proof of his/her legal residency in the country of destination.
2. For journeys of members of official delegations who, following an official invitation addressed to the government of Georgia, participate in meetings, consultations, negotiations or exchange programmes, as well as in events held in the territory of the Member State by intergovernmental organisations.
 - Flight ticket reservation.
 - A letter issued by a Georgian authority confirming that the applicant is a member of a delegation travelling to the territory of the member States to participate in the aforementioned events, accompanied by a copy of the official invitation.
 - The official invitation must specify details of accommodation. If accommodation is not arranged by the event's organizer: Hotel reservation or any other document indicating envisaged accommodation.
 - The official invitation of letter from a Georgian Authority must specify who covers the costs.
3. For journeys undertaken for the purpose of study or educational training, including in the framework of exchange programmes as well as other school-related activities.
 - Flight ticket reservation.
 - A written request or a certificate of enrolment from the host university, college or school or student cards or certificates of the courses to be attended.
 - The enrolment certificate must specify details of accommodation. If accommodation is not arranged by the school: Hotel reservation or any other document indicating envisaged accommodation.
 - If the applicant covers the costs himself: applicant's bank statement demonstrating the last three months' account movements or if someone else covers the costs: bank statement of a person who covers the cost demonstrating the last three months' account movements or scholarship certificate with indication of the costs covered.
 - Recent employment certificate (in case of company owners – registration of the company indicating that the applicant is the owner) and/or title of property ownership in Georgia. In case of pupils/students: Georgian school enrolment certificate.

4. For medical treatment (including necessary accompanying persons)

- Flight ticket reservation.
- An official document of the medical institution confirming the necessity of medical care in this institution, the necessity of being accompanied and proof of sufficient financial means to pay for the medical treatment.
- A locally issued certificate by a sending doctor/medical institution confirming medical condition of applicant.
- A confirmation by the medical institution that the applicant stays in a hospital, or
- hotel reservation or any other document indicating envisaged accommodation.
- Applicant's bank statement demonstrating the last three months' account movements or written declaration of inviting institution that all expenses are covered. Proof of pre-payment of medical services envisaged.
- Recent employment certificate (in case of company owners – registration of the company indicating that the applicant is the owner) and/or title of property ownership in Georgia.

5. For journeys undertaken to carry out journalistic activities and for journeys undertaken by accredited persons accompanying journalists in a professional capacity

- Flight ticket reservation.
- A certificate or other document issued by a professional organization proving that the person concerned is a qualified journalist or accompanying person in a professional capacity and a document issued by his/her employer stating that the purpose of the journey is to carry out journalistic work or assist in such work.
- Invitation from the organizers of the event with journalist's accreditation.
- Hotel reservation or any other document indicating envisaged accommodation.
- The document issued by employer must state if the cost are covered. If the employer covers the cost: the employer's bank statement demonstrating the last three months' account movements. If the journalist covers the costs: his/hers bank statement demonstrating the last three months' account movements.
- Recent employment certificate (in case of company owners – registration of the company indicating that the applicant is the owner) and/or title of property ownership in Georgia.

6. For journeys undertaken for international sport events (including persons accompanying in a professional capacity).

- Flight ticket reservation.
- A written request from the host organization, competent authorities, national sport federations or national Olympic committees of the Member States.
- The written request must specify details of accommodation.
- If accommodation is not arranged by the event's organizer: Hotel reservation or any other document indicating envisaged accommodation.
- A written request must specify who covers the costs. If the costs are covered by the event's organizer or sending organization: event's organizer's or sending organization's bank statement demonstrating the last three months' account movements. If the sportsperson covers the costs: his/hers bank statement demonstrating the last three months' account movements.
- Recent employment certificate (in case of company owners – registration of the company indicating that the applicant is the owner) and/or title of property ownership in Georgia.

7. For business trips.

- Flight ticket reservation.

– A written request from the host person or company, organization or an office or a branch of such legal person or company, state or local authorities of the Member States or organising committees or trade and industrial exhibitions, conferences and symposia held in the territories of the Member States, endorsed by the State Chamber of Registration of Georgia.

– The written request must specify details of accommodation.

– If accommodation is not arranged by the host person or company: Hotel reservation or any other document indicating envisaged accommodation.

– Applicant's bank statement demonstrating the last three months movements or written declaration of host company/organization that all expenses are covered.

If the host company/organization covers the costs: the host company's/organization's bank statement demonstrating the last three months' account movements.

– Recent employment certificate (in case of company owners – registration of the company indicating that the applicant is the owner) and/or title of property ownership in Georgia.

8. For journeys undertaken by members of the professions participating in international exhibitions, conferences, symposia, seminars or other similar events held on the territory of the Member State.

– Flight ticket reservation.

– A written request from the host organization confirming that the person concerned is participating in the event.

– The written request must specify details of accommodation.

– If accommodation is not arranged by the host organization: Hotel reservation or any other document indicating envisaged accommodation.

– Applicant's bank statement demonstrating the last three months movements or written declaration of host organization that all expenses are covered and the host organisation's bank statements demonstrating the last three months movements.

– Recent employment certificate (in case of company owners – registration of the company indicating that the applicant is the owner) and/or title of property ownership in Georgia.

9. For journeys undertaken by representatives of civil society organizations for the purposes of educational training, seminars, conferences, including in the framework of exchange programmes.

– Flight ticket reservation.

– A written request issued by the host organization, a confirmation that the person is representing the civil society organization and certificate on establishment of such organization from the relevant register issued by a state authority in accordance with the national legislation.

– The written request must specify details of accommodation. If accommodation is not arranged by the host organization: hotel reservation or any other document indicating envisaged accommodation.

– Applicant's bank statement demonstrating the last three months' movements or written declaration of host institution that all expenses are covered and its bank statements demonstrating the last three months' movements.

– Recent employment certificate (in case of company owners – registration of the company indicating that the applicant is the owner) and/or title of property ownership in Georgia.

10. For journeys undertaken for scientific, cultural, artistic activities, including university and other exchange programmes.

– Flight ticket reservation.

- A written request from the host organization to participate in the activities.
- The written request must specify details of accommodation. If accommodation is not arranged by the host organization: Hotel reservation or any other document indicating envisaged accommodation.
- Applicant's bank statement demonstrating the last three months' account movements or written declaration of host institution that all expenses are covered and its bank statements demonstrating the last three months' account movements.
- Recent employment certificate (in case of company owners – registration of the company indicating that the applicant is the owner) and/or title of property ownership in Georgia.

11. For journeys undertaken by drivers conducting international cargos and passenger transportation services to the territories of the Member States in vehicles registered in Georgia.

- A written request from the national company or association of carriers of Georgia providing for international road transportation, stating the purpose, duration and frequency of the trips. A certificate proving that the company is authorised to provide international road transportation services.
- A letter form a counterpart from the country of destination.
- Insurance Green Card valid for 6 months.
- International driving licence.
- The written request must specify details of accommodation. If accommodation is not arranged by the employer: hotel reservation or any other document indicating envisaged accommodation.
- The written request must specify who covers the costs. If the costs are covered by the employer: employer's bank statement demonstrating the last three months' account movements. If the driver covers the costs: his/hers bank statement demonstrating the last three months' account movements.
- Recent employment certificate (in case of company owners – registration of the company indicating that the applicant is the owner) and/or title of property ownership in Georgia.

12. For journeys undertaken to participate in the official exchange programmes organised by twin cities.

- Flight ticket reservation.
- A written request of the Head of Administration/Mayor of these cities or municipal authorities.
- The written request must specify details of accommodation. If accommodation is not arranged by the organizers: hotel reservation or any other document indicating envisaged accommodation.
- The written request or letter from a Georgian Authority must specify who covers the costs. If the costs are covered by the organizers: the organizer's bank statement demonstrating the last three months' account movements. If costs are not covered by organizers: Applicant's bank statement demonstrating the last three months account movements.

13. For visiting military and civil burial grounds.

- Flight ticket reservation.
- An (legalised) official document confirming the existence and preservation of the grave as well as family or other relationship between the applicant and the buried.
- Hotel reservation or any other document indicating envisaged accommodation.
- Applicant's bank statement demonstrating the last three account months' movements.
- Recent employment certificate (in case of company owners – registration of the

company indicating that the applicant is the owner) and/or title of property ownership in Georgia.

14. For journeys undertaken for the purpose of tourism.

- Flight ticket reservation.
- Hotel reservation or any other document indicating envisaged accommodation.
- Applicant's bank statement demonstrating the last three months' account movements.
- Recent employment certificate (in case of company owners – registration of the company indicating that the applicant is the owner) and/or title of property ownership in Georgia.

15. For journeys undertaken to visit family, other than the close relative as referred to in point 1, or friends.

- Flight ticket reservation.
- A written request from the host.
- The written request must indicate the address under which the visa applicant will stay. If accommodation is not arranged by the host person: Hotel reservation or any other document indicating envisaged accommodation.
- If the applicant covers the costs himself: applicant's bank statement demonstrating the last three months' account movements or if someone else covers the costs: bank statement of a person who covers the cost demonstrating the last three months' account movements or formal letter of obligation ((regarding the formal letter of obligation, please consult the website of the Consulate of Member State concerned).
- Recent employment certificate (in case of company owners – registration of the company indicating that the applicant is the owner) and/or title of property ownership in Georgia.

16. For journeys undertaken to buy a car in a Member State.

- Flight ticket reservation.
- A letter from a car buyer's counterpart in a Member State.
- For every next trip: documents of a car previously bought in a country of destination.
- Hotel reservation or any other document indicating envisaged accommodation
- Applicant's bank statement demonstrating the last three months' account movements.
- Recent employment certificate (in case of company owners – registration of the company indicating that the applicant is the owner) and/or title of property ownership in Georgia.

17. Specific requirements for minors

- The consent of the parental authority or legal guardian should be required only if the minor travels alone or only with one parent. Obviously exceptions should be made to this, if the single parent with whom the minor is to travel holds the parental authority alone
- Proof that a single parent holds parental authority alone.
- Copy of ID-card for passport of the parent(s) or the guardian(s)