



1. **Application form** filled out and signed by the applicant (languages allowed: Russian, English, Greek, English transliteration).

2. **One (1) color photograph** (3cm x 4cm with light background).

3. **Foreign passport + its copy** (first page of the passport, copies of Schengen, American and British visas, all used pages).

The passport should not expire earlier than three months from the last day of the trip. The passport must have at least two free pages.

4. **Original** and copy of expired foreign passport (first page; copies of Schengen, American and British visas, all used pages).

5. **Internal passport of Russian citizen + copy of passport** (all used pages, page "Children", page "Marital status", even if there is no entry).

6. **Minor children: when applying for a minor, both parents must be present. If either of the parents is absent, notarized travel consent from the absent parent is required.**

original and copy of the birth certificate. If the child is traveling with either of the parents, or the travel dates of the child and either of the parents do not coincide, it is necessary to provide notarized travel consent to the Schengen countries and its copy from the parent who does not accompany the child during the entire trip, as well as a copy of page 1 of the parent's internal passport. If the child is accompanied by non-parents, it is necessary to provide notarized consent from both parents and a copy of 1 page of their internal passports, as well as a copy of the foreign passport of the accompanying person with a valid Schengen visa. The notarized consent form from the parent(s) or legal guardian **must be issued no earlier than 6 months** before the submission of the minor's documents. The notarized form of consent must have a QR code and all countries of the Schengen Area must be mentioned in the form. Old consent forms without a QR code are not accepted. If one of the parents is a citizen of a country where a Greek visa is not needed, a copy of their identity card should be provided. It is also necessary to provide tickets for the accompanying person or parent, if the documents are not submitted together. If impossible to provide parental travel consent, it is necessary to attach a death certificate of the parent(s), or a court decision on deprivation of parental rights, or a form No. 25 certificate from the registry office stating that the record about the father was made "based on the mother's account". **The Consulate does not accept** a certificate stating that the whereabouts of a parent are unknown!

7. **Work certificate** indicating the position, period of work in the present capacity and the average monthly salary. If the salary is not indicated in the certificate, a 2-NDFL certificate should be provided. The certificate must be issued on the company's letterhead (indicating the address and phone numbers) and certified by the signature of the person in charge and the seal. The date of issue should be indicated on the certificate. Certificates issued no earlier than 2 months before the submission of documents are accepted. For individual entrepreneurs: individual tax number, primary state registration number, tax return for the last reporting year. For retirees: retirement certificate, certificate from pension fund confirming the payment of a pension. For students (only adults): educational certificate.

8. **Bank statement** confirming funds and income level, issued no earlier than 2 months before the submission of documents. The recommended amount of the account balance is at least 50,000 rubles. Minors, regardless of whether they are traveling with or without their parents, do not provide certificates confirming their parents' income (work certificates from, bank statements, sponsorship letters) and educational certificates.

ATTENTION: Only a direct relative (mother, father, spouse) can act as a sponsor for an applicant! In this case, sponsor's work certificate, bank statement, copy of the sponsor's internal passport (first page) and a document confirming kinship (for example, a birth certificate or marriage certificate) should be provided.

If the applicant works in a district that belongs to the Consulate General in the city of Novorossiysk, then the submission of documents for a visa is possible according to the following documents:

- temporary registration at the place of residence (original + copy. GRP is valid for at least 3 months at the time of submission of documents and at least three months at the end of the trip to Greece)
- letter from employer (original)
- letter from pension fund (extract from the pension fund office on the state of the personal account (original))

9. Confirmation of accommodation:

Tourist visa	Visa by invitation	Business trip
<p>Hotel reservation (voucher) indicating the names of the applicants, address, telephone and hotel name. Original documents or copies sent by fax / e-mail are accepted. If the documents are submitted for a group of people, the reservation is provided for each separately (copy of the group reservation with where the name is highlighted with a marker pen). A copy of the agreement with the travel agency, a confirmation of accommodation and payment receipt (travel voucher, payment order) may also be provided.</p>	<p>Invitation (original) from a Greek / EU citizen, or a person legally residing in Greece, indicating full data of the inviter and the invitee(s) (surname, name, residence address, telephone number), purpose and duration of the trip, kinship if any. The signature on the invitation must be certified by any public service. The invitation is recognized as valid within three months from the date of its issue.</p> <p>A copy of the identity card of the inviting person, or a residence permit, certified by any public service.</p> <p>The inviter's tax return for the late year (copy).</p>	<p>An invitation from a legal entity (a Greek company) on the official letterhead of the organization (indicating its address and phone numbers), certified by the signature of person in charge and containing information about the purpose and the duration of the trip and the address of stay in Greece.</p> <p>Original invitations or copies sent by fax / e-mail are accepted.</p> <p>If the invitation does not indicate the address of residence, confirmation of accommodation should be provided.</p>

When applying for a Greek visa a hotel reservation (voucher) confirming a stay of over 10 days, please provide a proof of payment for accommodation. The payment should be at least 50% of the whole price of accommodation.

If the applicant in addition to Greece travels to other Schengen countries, it is necessary to provide proof of payment for accommodation in the relevant countries. The payment should be at least 50% of the whole price of accommodation.

As a confirmation of payment, it is possible to provide an agreement with the travel agency containing a receipt for payment (travel voucher, payment order), a receipt for payment from the hotel or Airbnb website, or a bank statement confirming the transfer of money to the hotel's account.

If the duration of your stay in Greece is less than 10 days, providing a valid hotel reservation (voucher) is enough. The Consulate reserves the right to demand payment from the hotel, even if the stay is less than 10 days.

For real estate owners: if the documents are submitted by the owner of the real estate, it is necessary to provide a sales contract, a cadastral extract and a tax return. If the property costs over 250,000 euros, the applicant must have a residence permit in Greece. If less than one year has passed since the signing of the contract, the cadastral extract is not required.

Invitations are made only if the inviting person has residence permit in Greece.

For applicants traveling on a yacht, it is necessary to provide: document confirming the ownership of the yacht, or a yacht lease agreement, itinerary sheet and a crew list. If the yacht is stationed outside Greece, permission from the host coastal service or port should be provided.

10. Paid air or bus roundtrip tickets as prescribed by the rules. If the trip includes two or more Schengen countries, applicants attach reservations / purchased tickets for all means of transport they intend to use while moving through the Schengen area. If the applicant travels to the country of destination by car, the following documents should be provided: itinerary sheet (indicating the dates and countries that the applicant will cross), vehicle registration certificate, driver's license, international vehicle insurance (Green card).

11. International travel insurance policy that covers the entire period of stay abroad and expenses that may arise in the need for urgent medical care, emergency hospitalization or urgent return home for medical reasons. The amount of insurance coverage must be at least 30,000 (thirty thousand euros) or its equivalent in US dollars (50,000 dollars).

**Applicants in the category "Family members of a Greek / EU citizen"
provide a reduced package of documents:**

1. **Application form** filled in and signed by the applicant (languages allowed: Russian, English, Greek, English transliteration).

2. **One (1) color photograph** (3cm x 4cm with light background).

3. **Foreign passport + its copy** (all used pages, including the first page of the passport, visa, stamps (even if poorly visible). The passport must not expire earlier than three months from the end of the trip. The passport must have at least two free pages.

If you have an old foreign passport, please provide the original passport and copies of the pages with marks.

4. **Internal passport + its copy** (all used pages).

5. For **Minor children** the below should be provided:

- **birth certificate,**

- **certificate of family composition from the municipality with a date of issue no more than three months**

- **an invitation (original) from one of the parents. The invitation must be certified in any public service, incl. at the Consulate of Greece in Novorossiysk. The invitation is recognized as valid within three months from the date of its issuance.**

- **a copy of the identity card (taftotite) of one of the parents.**

If the child travels with either of the parents, or the travel dates of the child and either parent do not coincide, it is necessary to provide notarized travel consent to the Schengen countries and a copy of it from the parent who does not accompany the child throughout the trip, as well as a copy of the first page of the parent's passport.

If the child is accompanied by non-parents, it is necessary to provide notarized consent from both parents and a copy of the first page of their internal passports, as well as a copy of the foreign passport of the accompanying person with a valid Schengen visa, air tickets for the accompanying person, air tickets for the child.

If impossible to obtain travel consent, it is necessary to attach the following: a death certificate of the parent(s), or a court decision on deprivation of parental rights, or a form No. 25 certificate from the registry office stating that the record about the father was made "based on the mother's account". **The Consulate does not accept certificates confirming that the whereabouts of a parent are unknown!**

If the child is traveling with their parents, but they do not apply for a visa, it is necessary to provide air tickets for the parents and the child.

6. **Documents confirming kinship** with a Greek / EU citizen and their copies. A copy of the identity card of a Greek / EU citizen is to be certified by any public service.

7. **International travel insurance policy**, covering the entire period of stay abroad and expenses that may arise in the need for urgent medical care, emergency hospitalization or urgent return home for medical reasons. The amount of insurance coverage must be at least 30,000 (thirty thousand euros) or its equivalent in US dollars (50,000 dollars).

This category includes:

1. **Spouses of Greek citizens** whose marriage is officially declared in Greece. As confirmation, you must provide a family composition certificate from the municipality issued not earlier than three months.

2. **Children (under 21 years old)** of Greek citizens and their official spouses (including those adopted from other marriages).

3. **Parents of Greek citizens** who are financially dependent on their children (or children over 21 who are supported by Greek citizens) with supporting documents (bank statement on money transfers, payment of accommodation, etc.).

4. **Citizens of Greece** who have the following documents: taftotita, expired Greek foreign passport, decision on Greek citizenship (apofasi + oath). In this case, an international insurance policy is not needed.

These applicants do not pay the consular fee.

Children over the age of 21, parents of Greek citizens and their spouses who are financially independent, pay the consular fee and provide a full package of documents for applying for a visa by invitation.