

# The Embassy of Denmark, South Africa – Red Carpet Checklist



Dear Applicant

Your application and documentation will be delivered to the Embassy of Denmark in Pretoria and your case will be processed by the Consulate General in Dubai as soon as possible. The Consulate only accepts documents in English and Danish. Documents in other languages listed will not be accepted.

Name of applicant: \_\_\_\_\_

Missing Document (s)	Type of document
	Cover letter from ApplyVisa duly completed, printed and signed by the applicant
	Visa Fee payment receipt printed from <a href="https://applyvisa.um.dk/">https:// applyvisa.um.dk/</a>
	One recent (less than six months old) passport-size photograph in color with good resemblance (3.5cm / 4.5cm)
	<b>Current passport</b> should be valid for at least three months beyond the intended duration of stay in the Schengen area. The passport must have at least two blank pages to affix the visa.
	<b>Annex C – Red Carpet Cover Letter</b> <ul style="list-style-type: none"><li>• Must be signed, dated and stamped by an authorized signatory as per the authorized signature lists</li></ul>
	A <b>signed invitation letter</b> from the Danish company containing name of the invited applicant, purpose of visit, dates of the intended stay, nature of costs being covered (boarding & lodging)
	<b>Overseas travel medical insurance valid for all Schengen countries.</b> The insurance has to cover the applicant for the entire duration of the stay in the Schengen area and must cover for at least 30,000 EUR for all risks, e.g. accident, illness, medical emergency evacuation, pandemic incl. COVID-19 etc.
	<b>Flight Itinerary</b> for round trip.

## The document(s) highlighted above are missing

The Consulate requests you to hand in the missing/required documentation **within 5 days from today**. If the Consulate has not received the documentation by this deadline, the Consulate will make a decision on the case based on the present information.

I understand that I must provide above missing documentation to VFS within 5 days. Signature date below counts as day one of five.

You can hand in the missing documentation in person to VFS. Please remember to state your passport number and your full name. Please note, if you choose to send the missing documentation by e-mail to: [DXBGKLVISA@um.dk](mailto:DXBGKLVISA@um.dk) it will be via an unencrypted connection.

Please note that you could still be asked for additional documents and/or may be called for an interview at the Consulate.

Kind regards,  
The Royal Danish Consulate General, Dubai, Visa Section.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Passport No.

\_\_\_\_\_  
Date