

BUSINESS VISA

Applications for business visas can be submitted to FedEx/Gerry's application centres all over Pakistan*. You must submit your application personally. Please bring the following documents:

- Two sets duly completed (one original, one copy) of :
 - Application for Schengen Visa; (Form No. 119031)
 - Questionnaire for visa applicants - Appendix A (Form No. 210021)
 - Family appendix for visa applicants - Appendix D; (Form No. 201031)
- Fee deposit slip
- Original passport and national identity card; (The validity of the passport must be at least 3 months beyond the date you are leaving the Schengen area) and previous passports, if held;
- A copy of first two pages of your passport and of valid visas, and a copy of your national identity card;
- Two passport size photographs. The photos must be: full face (facing the camera directly with your eyes looking straight at the camera), colour, with a light background, no more than six months old and a good likeness of you, bareheaded, unless you have special religious reasons;
- A document from your company signed by an authorised person other than yourself, certifying that you will be visiting the Swedish company on behalf of your company/employer - original;
- A Letter of invitation from the Swedish company (in Swedish or English) mentioning clearly the purpose and duration of the intended visit;
- A copy of the Swedish company's certificate of incorporation (PRV - Bolagsregistret);
- Your company's for the last one year and your personal bank statement for the last 6 months. If you/your company pay for the trip and upkeep you must prove that you/your company have at least 370 SEK/day.
- Your company's certificate of registration and letter of recommendation from Chamber of Commerce and Industry – originals;
- Confirmed return (to and from Sweden) air ticket/booking; (the stay should not be more than 90 days)
- A copy of your Medical Insurance Policy applicable to the entire Schengen territory and covering costs of at least 30 000 Euro for urgent medical treatment and/or emergency hospital treatment and repatriation for medical reasons (The insurance document will be required after you are granted the visa).
- PKR 1,000 is charged by FedEx/Gerry's.

Before you present your application you must deposit a non-refundable visa application fee equivalent to SEK 550:- in Pak Rupees into the Embassy's account No: 13530027999203 at Habib Bank Limited, Super Market, School Road Branch, F-6 Markaz, Islamabad or at HBL's any on-line branch in Pakistan.

No fee - The following will be exempted from paying a fee:

- Children under the age of six years
- Schoolchildren, students in higher education, research students and their accompanying teachers – on Condition that the purpose of the trip is studies or education
- Researchers – on condition that the purpose of the trip is scientific research

Normal processing time is 1 month.

Please note that possession of a Schengen visa does NOT guarantee entry into a Schengen state. At the border you may be asked to prove that you have enough means for your upkeep in Sweden and return to Pakistan or show a guarantee letter from the reference in Sweden (invitation).

The application receiving hours are Monday, Tuesday and Wednesday 9.00 a.m. to 12.30 noon, and for telephone enquiries (Embassy only) 2.00 to 3.00 p.m.

Basic information about application process, requirements and limited status of application can also be obtained through twenty4seven call centre (valid only for calls within Pakistan) by means of pre-recorded voice messages on an automatic answering machine, in English, Urdu or Dari, 24 hours a day, 7 days a week or through the call centre operator during office hours. Premium rate of Rs 10 + taxes per minute will be charged by the call centre. To access the call centre please dial the following numbers:

For mobile phone users: **8864**

For landline phone users: **090010422**

Application forms are available at the Embassy as well as FedEx/Gerry's application centres free of charge. Forms can also be downloaded from the Embassy's website or can be hand collected from the Consulates in:
Lahore: Consulate of Sweden, 5, FCC, Gulberg. Phone: 042-5753404-6
Karachi: Consulate of Sweden, 5-6 Chartered Bank Chambers, I.I Chundrigar Road. Phone: 021-2415697

Embassy of Sweden
P.O. Box 1100
House 4, Street 5, F-6/3
ISLAMABAD

Phone: 051-2828 712
Fax: 051-2825 284
E-mail: ambassaden.islamabad-visum@foreign.ministry.se
Website: www.swedenabroad.se/Islamabad