

### Short Stay Visit Family/ Friend

	Documents Required	Check Box
1	Fully completed and signed visa application form	
2	Current passport with 2 clear pages and valid for at least 6 months after your return from Ireland	
3	Previous Passports (if any)	
4	2 colour passport photographs(one to be glued to the top left of your application form)	
5	Visa Fee	
6	Letter of invitation from contact in Ireland confirming your dates of travel, that they will provide accommodation for you. If multiple entry visa is required, the reasons why it is needed.	
7	The inviting person should also provide the following documents (copies are sufficient): <ul style="list-style-type: none"> <li>• Recent utility bill denoting address</li> <li>• Passport details page</li> <li>• GNIB card if inviter is a non Irish/EEA national</li> <li>• Six months detailed bank statement if inviter is covering the cost of the trip</li> <li>• Evidence of employment</li> </ul>	
8	Evidence of relationship with inviter (eg copy of birth certificates, photos, phone calls or evidence of previous meetings etc);	
9	<ul style="list-style-type: none"> <li>• You must provide an up-to-date bank statement, showing what money has been paid into and out of the account over the last six months. <b>You must submit this whether or not you are covering the costs of the visit yourself.</b></li> <li>• Bank statements must be on headed paper - internet printouts will not be accepted.</li> <li>• Your name, address, account number and account type must be visible on the statement. Any large lodgements must be explained.</li> <li>• If you are sending a bank statement from a deposit/savings account, you must also include a letter from your bank confirming that you are allowed to withdraw money from that account.</li> </ul>	
10	Letter of support from your employer confirming your employment, salary and dates of travel. Letter should include contact details for employment so that the information can be verified	
11	If you are a student, you should include a letter from your educational institution stating your course of study and expected completion date. Letter should include contact details for studies so that the information can be verified.	
12	Copy of marriage certificate, birth certificates of children, car/property ownership certificates if any	
13	If you have been refused a visa for any other country, details of this must be given. Submit a copy of the letter issued to you by the authorities of that country. Concealment of visa refusals will result in your Irish visa application being refused	

**If the person travelling is a student or unemployed, their application should also include the following**

1	Letter of sponsorship stating the sponsor will cover the cost of your visit	
2	Evidence of how the sponsor is related to you and a copy of their passport details page	
3	Letter from sponsor's employer including salary	
4	6 month detailed bank statement for sponsor	

**If the person travelling is under 18 years old, their application must also include the following**

1	Copy of their birth certificate	
2	If travelling alone, the consent of both parents/guardians is required.	
3	If the child is travelling with one parent, the consent of the other parent is required. This signed parental consent must be accompanied by a copy of the consenting parent's passport or national identity card showing the bearer's signature.	
4	Where only one parent has sole custody, a Court Order bestowing sole custody of this child must be shown.	