

ANNEX IV

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

1. General requirements

- For non-Tanzanian applicants: proof of legal stay in Tanzania (i.e. valid residence permit for Tanzania).
- Information enabling an assessment of the applicant's intention to leave the Schengen area before the expiry of the visa applied for.
 - If the applicant is a student: student card or signed and stamped copy of his/her enrolment at the educational establishment in question.
 - For employees: a signed and stamped introduction letter from the applicant's employer, with at least the following information:
 - address and contact details of the employer;
 - period/duration of stay;
 - purpose of stay;
 - name and position of countersigning officer;
 - For business owners: the business registration document and/or TIN certificate.
- For minors: birth certificate and parental consent.
 - If the minor is travelling without his/her legal guardian, the consent of the parental authority or legal guardian must be provided as a legalised certificate issued by a competent authority or as a form signed on the premises of the consulate where the application is lodged.
 - If the minor is travelling with one of his/her legal guardians, the consent of the parental authority (parents not travelling with their minor child) or legal guardian must be provided as a legalised certificate issued by a competent authority or as a form signed on the consulate premises.
 - Exception: the single parent with whom the minor is travelling has sole legal guardianship.
- Proof of a hotel reservation, or proof that private accommodation will be provided (letter or scanned attachment to email from the host confirming that the host will provide accommodation), or proof of sufficient financial means to cover the applicant's accommodation costs for the whole duration of his/her intended stay in the Schengen area.
- Proof of sufficient means of subsistence for the duration of the stay, such as regular income, e.g. salary slips for at least the last three months, bank statements for at least the last three months.

- If supported by another family member/spouse: additional proof of kinship (birth certificate/marriage certificate).
- Flight reservation/round trip booking.

2. List of supporting documents to be submitted by people travelling for business

- A letter of invitation. This must be written by a company/organisation located in the Schengen country, mentioning:
 - address and contact details of the company;
 - period/duration of stay;
 - purpose of stay;
 - name and position of countersigning officer;
 - the nature of the business relationship between the host company and the applicant/applicant's company;
 - proof of enrolment in seminar/conference/workshop (if applicable).
- If attending a conference:
 - name;
 - location;
 - contact person for that conference with a registration or invitation and proof of receipt of payment.
- If a company is inviting the applicant: a copy of the certificate or registration/business licence of the inviting company.

3. List of supporting documents to be submitted by people travelling to attend sports or cultural events or for other reasons

- A letter of invitation. This must be written by the host company/organisation located in the Schengen country, mentioning:
 - address and contact details of the company/organisation;
 - period/duration of stay;
 - purpose of stay;
 - name and position of countersigning officer;
 - the nature of the relationship between the host company/organisation and the applicant/applicant's company/organisation.
- If attending a conference/programme/training course/event:
 - name;
 - location;
 - contact person for that event with a registration or invitation and proof of receipt of payment.
- Proof of registration of the Tanzanian organisation by the competent authority in Tanzania, if the applicant belongs to an organisation/association (not applicable to individual artists and individual sportsmen/women).

4. List of supporting documents to be submitted by applicants travelling for tourism

- Itinerary of planned trip with associated transport, hotel and tour bookings.

5. List of supporting documents to be submitted by applicants travelling to visit family/friends

- Signed invitation and proof of legal status from host, and if relevant, proof of sponsorship/financial solvency by the person inviting the applicant :

Under the national legislation of the Member State in question such proof may be provided in a document that can be obtained from the relevant competent authority of that Member State or as written confirmation from the host and as other documentation. Such documentation may include a copy of the identity card/passport and/or residence permit of the person inviting the applicant.

- Documentation (marriage certificate, birth certificate) proving the relationship with the family member inviting the applicant.

6. List of supporting documents to be submitted by applicants travelling for medical treatment

- A letter from the clinic/host medical institution confirming the applicant's appointment at the clinic/medical institution in question.
- Financial guarantee: proof of a bank payment or transfer of the cost of the treatment to the clinic, on the basis of the payment plan agreed with the clinic.
- Medical/health documentation issued by the applicant's country of residence attesting applicant's illness; declaration by a public or private healthcare facility (which must be accredited by the National Health Service) indicating the type of treatment, the date it will begin, its estimated duration and the costs associated with it. The documentation should indicate that treatment abroad is necessary.