List of documents
required for applying for a short-term visa
of the Republic of Cyprus in the Republic of Belarus

National/international passport (original). Must be valid for at least three months after the end of the trip and contain at least two blank pages. The passport must not be older than 10 years. If the applicant has several valid passports (for example, a passport of another country of which the applicant is a citizen), copies of all must be submitted without fail.

Copy of the main page of the national/international passport (page with personal data and photograph).

Application form. Visa applications must be submitted at least 6 weeks before the trip. Application forms are accepted single-sided (one sheet – one page). The application form can be filled out either by hand (clearly legible) or in printed form. The application form must be properly and correctly filled out. The date and place of filling out must be at the end of the application form. The application form must be signed directly by the applicant. For minors, one of the parents must sign the application form. In this case, "father" or "mother" is indicated next to the signature.

Medical insurance policy covering expenses for an amount of at least €30,000. The insurance policy is not required for holders of diplomatic passports, as well as family members of EU/EEA citizens (Art. 2 of Directive 2004/38/EC of the European Parliament and of the Council of 29 April 2004 https://eur-lex.europa.eu/legal-content/EN/TXT/HTML/?uri=CELEX:32004L0038).

2 recent color photographs 3.5 x 4.5 cm taken recently (not more than 6 months ago).

Visa fee.

I. General documents to be submitted by all applicants [1]
1. Proof of residence in the respective consular district

For citizens of the Republic of Belarus: copy of proof of place of residence (copy of the page with registration in the national passport or copy of ID card). Must be valid for another 3 months after departure from the Republic of Cyprus.

For citizens of other countries: original and full copy (copies of all pages with stamps) of the applicant's passport, valid residence permit or long-term visa. Must be valid for another 3 months after departure from the Republic of Cyprus.

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[1] Without prejudice to the rights of family members of EU citizens guaranteed by Directive (EC) 2004/38.

2. Trip information.

Tickets or ticket reservations [2] round trip or a document confirming the use of another transport (with an itinerary containing the stages of the trip).

Proof of accommodation (e.g., hotel reservation, lease agreement [3], voucher from a travel agency accredited by the Consulate – hotel voucher, on letterhead with a stamp or from a Cypriot travel company on letterhead with a stamp) [4]. Not required if the purpose of the trip is visiting relatives or friends and the accommodation conditions are described in a sponsorship letter or in the inviting person's statement. If the inviting person is a permanent resident of the Republic of Cyprus, the Assumption of Responsibility form is used. The signature of the inviting person must be certified by a Cypriot notary (Certifying officer). If the invitation is certified in Cyprus, a printed scan is sufficient (original is not required). Also, the inviting person can certify their signature at the Consulate in Belarus (or at any other Consulate of the Republic of Cyprus). Certification of the signature at the Minsk Consulate is made only by prior appointment by phone and well in advance of submitting the visa application.

3. Proof of financial means

Bank account statements containing bank transactions for the last three months and the balance on the day of obtaining the statement to confirm sufficient financial resources for the period of the planned stay.

For pensioners: copy of the pension certificate, bank statement for 3 months on the crediting of the pension (can be a second/third statement from other accounts); if there is a sponsor – sponsorship letter, bank statement of the sponsor, certificate of employment for the last 3 months, proof of relationship (if any).

Sponsorship letter, if the expenses for the stay are covered by a sponsor.

-The sponsorship letter (dated and signed) in free form must contain the following information:

-Full name, date, and place of birth of the applicant;

-Full name, date, and place of birth of the sponsor, address and contact details of the sponsor, and the relationship between the sponsor and the applicant;

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[2] If round-trip ticket reservations are not enough, the applicant may be asked to provide proof of transport payment.

[3] Copy of the real estate lease agreement in Cyprus. The agreement must be notarized (in some cases, it can be certified by the seal of the MUKHTAR – head of the community, plays the role of a notary) and have the seals of authorized state bodies. Only a copy of the first page with the data of the landlord and tenant, the address of the property, and the oval seal "ΕΦΟΡΟΣ ΤΕΛΩΝ ΧΑΡΤΟΣΗΜΟΥ" can be provided, as well as a copy of the last page with certified signatures of the parties. The lease agreement may not be notarized if its term does not exceed one year.

[4] If accommodation booking is not enough, the applicant may be asked to provide proof of accommodation payment.

-Destination and duration of the visit;

-List of expenses covered by the sponsor;

-Bank statement of the sponsor containing bank transactions for the last three months;

-Copy of the passport or national identity card of the sponsor and copy of the residence permit, in case he/she is not an EU citizen, if the sponsorship form does not contain the full personal data of the sponsor.

Validity period of documents:

-Invitation – **90 days**;

-Bank statements and certificates of employment/study – **5 days**.

4. Additional requirements for minors

-Original and color copy of the birth certificate.

-Consent to travel (original and color copy), issued no more than 6 months before the date of submission of documents. Notarized consent for the child to travel must be signed by the parent or guardian who is not traveling with the child, or signed by both parents (or guardians) if the minor is traveling unaccompanied. In the latter case, the document must also indicate the details of the adult who will be responsible for the minor during their stay in the territory of the Republic of Cyprus.

-If necessary, proof of sole custody.

-Visa of the accompanying parent.

-If the names or surnames of the parents differ from those indicated in the child's birth certificate, additional documents must be provided (marriage certificate or court decision or other certificates confirming the change of name or surname and the child's relationship with the parents).

5. Documents to be submitted depending on the applicant's occupation Employees:

Letter from the employer indicating: position and salary; date of employment and date of termination of employment, if applicable; information on salary for the last 3 months.

Individual entrepreneurs:

-Proof of economic activity (copy of the state registration certificate / extract from the Unified State Register).

-Additionally, the Consulate may request a certificate from the tax office on the absence of arrears to the budget (on tax payment).

-Schoolchildren/students:

-Certificate from the educational institution or student ID (original and copy).

-Pensioners:

-Pension certificate (original and copy).

-Unemployed:

-Passport.

-Sponsorship letter in free form with the personal signature of the sponsor.

-Certificate of employment of the sponsor on letterhead with a stamp, indicating the position, address, and phone number of the company, salary for the last three months of work. Instead of a certificate of employment, the sponsor can provide a bank account statement to confirm sufficient financial resources for the period of the planned stay.

-Copy of the sponsor's passport (pages 31-32), as well as documents confirming family ties (if the sponsor is a relative of the sponsored person).

-Instead of a sponsorship letter, a bank account statement in the name of the unemployed citizen can be provided.

-Additionally, the Consulate may request other documents – a certificate confirming marital status, property ownership rights.

-Copy of the labor record book page with personal data and copies of pages indicating the owner's work experience for at least the last three years (if applicable).

II. List of documents to be submitted depending on the purpose of the trip

1. Visiting relatives and friends

Written invitation from the host with a signature. If the inviting person is a permanent resident of the Republic of Cyprus, the Assumption of Responsibility form is used. The signature of the inviting person must be certified by a Cypriot notary (Certifying officer) (in some cases, it can be certified by the seal of the MUKHTAR – head of the community, who performs the functions of a local notary). If the invitation is certified in Cyprus, a printed scan is sufficient (original is not required). Also, the inviting person can certify their signature at the Consulate in Minsk (or at any other Consulate of the Republic of Cyprus). Certification of the signature at the Minsk Consulate is made only by prior appointment by phone and well in advance of submitting the visa application.

Copy of the passport or national identity card of the host and copy of the residence permit if he/she is not an EU citizen.

Documents confirming family ties (if applicable).

Documents confirming property ownership or property lease in the territory of the Republic of Cyprus.

Tickets (ticket reservations) to the destination and back.

2. Official visits (members of official delegations)

-Letter (e.g., note) issued by a competent Belarusian authority (e.g., Ministry of Foreign Affairs of the Republic of Belarus) confirming that the applicant is a member of the Belarusian delegation.

-Copy of the official invitation.

3. Education (schoolchildren, students, postgraduates, and accompanying teachers)

-Written invitation or enrollment notice, or student ID issued by the receiving university, academy, institute, college, or school, or course certificate in which participation is intended in the member state.

4. Culture (participants in scientific, cultural, and artistic events)

-Written request from the host organization to participate in the event.

-Official letter from the sending organization.

5. Sports (participants in international sports events and accompanying persons in their professional capacity)

-Written invitation from the host organization (competent authority, national sports federation, or national Olympic committee) containing information on the role of the invited persons.

-Official letter from the sending sports organization.

6. Tourism

-Confirmation of booking or other appropriate document on participation in an organized tourist trip;

-Proof of accommodation (e.g., hotel reservation, lease agreement, voucher from a travel agency accredited by the Consulate – hotel voucher, on letterhead with a stamp or from a Cypriot travel company on letterhead with a stamp);

Not required if the purpose of the trip is visiting relatives or friends and the accommodation conditions are described in a sponsorship letter or in the inviting person's statement. If the inviting person is a permanent resident of the Republic of Cyprus, the Assumption of Responsibility form is used. The signature of the inviting person must be certified by a Cypriot notary (Certifying officer). If the invitation is certified in Cyprus, a printed scan is sufficient (original is not required). Also, the inviting person can certify their signature at the Consulate in Belarus (or at any other Consulate of the Republic of Cyprus). Certification of the signature at the Minsk Consulate is made only by prior appointment by phone and well in advance of submitting the visa application.

7.1. Business – general documents

Official invitation from the host party containing the following information:

-Personal data of the invited person (full name (as in passport), date of birth);

-Purpose and duration of the visit;

-Field of activity, occupation of the company;

-Full address of the company and contact person details;

-Name and position of the person who signed the invitation;

-Indication of the physical or legal person who will pay for the applicant's travel and accommodation:

-If the organization/legal entity assumes all expenses of the invited person – indicated in the invitation or a guarantee letter is drawn up;

-If independently, then as a general rule – a statement for 3 months with a balance sufficient to ensure the stay.

Or

other confirmation of the purpose of stay (e.g., information on participation in a conference, trade fair ticket, business correspondence, business trip program).

7.2. Business – drivers (international freight and passenger transport)

-Written request from the Association of International Road Carriers "BAMAP" or the national carriers' association of the destination member state indicating the purpose, duration, and frequency of trips.

-Written request from companies registered in the EU or in third countries carrying out international road transport, indicating the purpose, route, duration, and frequency of trips.

-Documents concerning the transport company: registration number provided for by the national legislation of the destination member state or the Republic of Belarus, as well as an agreement between the company established in the Republic of Belarus or a third country and its partner company in the destination member state (if applicable).

-**Documents concerning the driver:** driver's license; document confirming the right to drive a vehicle (trailer or bus); copy of the registration certificate of the truck, trailer, or bus; license or permit for the carriage of goods or passengers over long distances.

7.3. Business – Train, refrigerator, and locomotive crew workers

-Written request from the competent railway company (HE "Belarusian Railway" with its branches) or the competent railway company of the destination member state indicating the purpose, duration, and frequency of trips.

7.4. Business – Seafarers

-Full copy of the seafarer's record book.

-Copy of the contract.

-Employment acceptance certificate from a recruitment agency / crew management company.

-Invitation from a transport agency of the EU or other countries.

The invitation letter from both indicated agencies must be drawn up on the official letterhead of the company with a stamp, signature, name, and position of the authorized person who signed it, and must contain the following detailed information:

-Full personal data of the seafarer (name, place, and date of birth);

-Passport numbers and Seafarer's Identity Document, indicating the date of issue and validity period;

-Position of the seafarer on the ship (in the case of a group of seafarers, this information can be included in the list signed, stamped, and attached to the invitation letter);

-Name of the ship;

-Port and date of embarkation;

-Validity period of the contract;

-Route that the seafarer will follow before arriving in the destination/transit country.

7.5. Business – Journalists

-Certificate or other document issued by a professional organization confirming that the person is a professional journalist.

-Letter from the employer stating that the purpose of the trip is journalistic work.

-In terms of other documents – as a general rule.

8. Medical reasons (persons traveling for medical reasons and accompanying persons)

-Official document from a Belarusian medical institution confirming the need for treatment and (if applicable) accompaniment of the patient, as well as confirmation of sufficient financial funds to pay for treatment.

-Confirmation of making a deposit to cover medical expenses (if applicable).

9. Property owners in the territory of the member state and their close relatives

Relevant national document (e.g., title deed (most likely in Greek) – fresh extract from the real estate register, copy of the sales contract (with translation into English/Russian, notarized), etc. [5]), confirming that the applicant owns this property.

In the case of close relatives – proof of relationship.

10. Other – Short-term work/internship (if permitted by the Schengen Visa Code and relevant national law)

Letter from the employer, employment contract, and/or other document complying with the legislation of the destination member state.

11. Other – Transit

If applicable, documents related to further travel to the final destination (visa or other entry permit to the third country of destination; tickets for further travel).

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[5] Copies of the title deed/sales contract. The sales contract must be certified and have appropriate seals from Cypriot property registration authorities. Only a copy of the first page with the data of the buyer and seller, the address of the property, and the oval seal "ΕΦΟΡΟΣ ΤΕΛΩΝ ΧΑΡΤΟΣΗΜΟΥ" can be provided, as well as a copy of the last page with certified signatures of the parties. The lease agreement may not be notarized if its term does not exceed one year.