



Brussels, 26.8.2021
C(2021) 6062 final

ANNEX

ANNEX

to the

Commission Implementing Decision

establishing the list of supporting documents to be submitted by applicants for short stay visas in Algeria and repealing Implementing Decision C(2016) 5927

ANNEX

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

I. General requirements for all applicants

1. Evidence of accommodation during the visit:
 - Confirmation of private accommodation, stating coverage of costs by the host in accordance with legal requirements (*certain Member States require a specific national form*); or
 - Confirmation of accommodation provided by the host company if travelling for the purpose of business; or
 - A hotel reservation; or
 - Proof of rental or ownership of property in the Member State of destination.
2. Evidence of means of subsistence during the visit(s) in the territory of the Member States:
 - Account statement from a bank covering the last three months; and
 - Coverage of costs by the inviting/sending organisation; or
 - Coverage of costs by a private individual (and proof of means from the host or guarantor) (*certain Member States require use of a specific national form*), or
 - Proof of financial means available during the visit, such as an international credit card or traveller's cheques.
3. Evidence of socioeconomic situation and related profession/activity:
 - i. *Employees*
 - Certificate of employment or recent employment contract;
 - Certificate of affiliation to the CNAS¹ or explanatory letter from the employer if this certificate is missing; and
 - Payslips covering the last three months.
 - ii. *Traders*
 - Proof of entry in the trade register;
 - Certificate of affiliation and CASNOS² membership; and
 - C20 form showing the turnover and balance sheet of the previous year.
 - iii. *Farmers*
 - Proof of status;
 - Certificate of affiliation and CASNOS membership;
 - Farmer's card; and
 - Most recent declaration of annual income.

¹ Caisse nationale d'assurances sociales.

² Caisse nationale de sécurité sociale des non-salariés.

- iv. *Other professions, organised in a professional body*
 - Certificate from the professional body;
 - Certificate of affiliation and CASNOS membership; and
 - Bank statements covering the last three months.

- v. *Notaries*
 - Appointing decree;
 - Certificate of affiliation and CASNOS membership; and
 - Bank statements covering the last three months.

- vi. *Academics*
 - Certificate of appointment from the higher education establishment;
 - Certificate of affiliation to the CNAS or explanatory letter from the employer if this certificate is missing; and
 - Bank statements covering the last three months.

- vii. *Journalists*
 - Certificate of employment from the publication or broadcaster that employs them;
 - Certificate of affiliation to the CNAS or explanatory letter from the employer if this certificate is missing; and
 - Bank statements covering the last three months.

- viii. *Members of Government, Parliament or Constitutional Council*
 - Verbal note, certificate of appointment or any other official document.

- ix. *Officials and high level officials:*
 - Certificate of tenure from the relevant body; and, if not on an official mission;
 - Bank statements covering the last three months.

- x. *Officers of the Algerian army*
 - Certificate of appointment from the Ministry of National Defence (DREC); and, if not on an official mission:
 - Bank statements covering the last three months.

- xi. *Staff from the Delegation of the European Union or from an embassy, a consulate or an official body of a Member State*
 - Certificate of appointment from the European Union delegation, or embassy or consulate; and, if not on an official mission:
 - Bank statements covering the last three months.

- xii. *Pensioners*
 - Proof of receipt of a retirement pension.

- xiii. *Students or minors*
 - Proof of the parents' social or employment status;

- Proof of financial means of parents; and
 - School attendance certificate.
- xiv. *Unemployed people*
- Proof of adequate socioeconomic status (e.g.: marriage certificate, family record book, documents confirming ownership of a property, proof of reversionary pension, proof of local care or any other document demonstrating the socioeconomic and patrimonial situation).
4. Evidence of family status in Algeria
- Family record from the official register; or
 - Individual record from the official register if the applicant is not married.
5. Minors
- If the minor travels alone or only with one parent: consent from both parents or legal guardian is required.
 - Copy of the passport (biobdata page) or ID of the parent(s) who does (do) not accompany the minor.
 - If one parent is deceased: death certificate.
6. Documents to be submitted for non-Algerian nationals:
- Algerian residence card, valid for at least three months after the end of the planned trip.
 - If the card will have expired before the end of the stay, official document from the local authority demonstrating that the renewal is agreed but the card is not issued yet.

II. Documents to be submitted depending to the intended purpose of travel

1. Business
- Invitation letter from a company in the Member State of primary destination, specifying the reason for the visit and the date(s) of the visit; and
 - Proof of the business relationship (contracts, invoices, correspondence, proof of import, etc.).
2. Official mission
- Verbal note or mission order specifying:
 - i. first name(s) and last name(s) of the missionary;
 - ii. purpose of the trip;
 - iii. date of employment;
 - iv. commitment by the sending organisation to cover the costs for the missionary
3. Family/private visit
- Invitation from the host family, if applicable;

- Proof of family ties (e.g. a *fiche familiale d'état civil* (family record from the register office), if applicable.
4. Tourism
- Confirmation of the booking of an organised trip or any other document indicating the itinerary; and
 - Proof of accommodation or any other appropriate document indicating the planned accommodation.
5. Cultural, sports, educational events, research or vocational training:
- Letter of invitation or official document from the organiser in the Member State of destination indicating:
 - i. the first name(s) and last name(s) of the person(s) invited;
 - ii. the purpose of the trip;
 - iii. the length of the stay;
 - iv. information on the funding for the stay; and
 - Verbal note or official letter from the Algerian entity concerned, indicating:
 - i. the first name(s) and last name(s) of the person(s) visiting;
 - ii. their status;
 - iii. the purpose of the trip;
 - iv. the length of the stay;
 - v. information on the funding for the stay.
6. Study
- Certificate of enrolment and acceptance to the educational establishment in the Member State of destination.