

# SLOVAKIA (For VACs in People's Republic of China)

## Checklist for Employment Purposes

### 工作签证申请审核表

\*National Visa with the Purpose of Applying for Residence Permit in the Slovak Republic

\*以申请斯洛伐克共和国居留许可为目的的国别签证

List of supporting documents to be submitted with the application 随签证申请一并提交的材料清单

Name 姓名: _____ Passport Number 护照号: _____ E-mail Address 邮件地址: _____	Contact No.联系电话: _____		
Please indicate submitted documentation by √. Submit the Document Checklist together with your application and supporting documentation in the following order to the Visa Application Centre. The following documents are required when applying for a <b>national visa for employment purposes</b> in accordance with Section 15 (1) (b) of Act No. 404/2011 Coll. on the Residence of Foreigners  请在所递交的文件材料后面打勾，并将该材料清单和您的申请材料按照下列顺序一起递交到签证申请中心。根据《第 404/2011 号外国人居留法》第 15 条 (1) (b) 项，申请 <b>就业目的国别签证</b> 须提交以下材料	Yes/ 有	No/ 没有	Remarks/ 备注
1. Applicant applied <b>in person</b> . 申请人 <b>本人亲自申请</b>			
2. A <b>valid travel document</b> (valid for at least 90 days on the day of planned departure from the Slovak Republic) <b>有效的旅行证件</b> （在计划离开斯洛伐克共和国之日后仍至少有效 90 天）			
3. A fully completed <u>application for a national (D) visa</u> in Latin letters 用拉丁字母完整填写的 <b>国别(D)签证申请表</b>			
4. A current <b>colour photograph</b> measuring 3 × 3.5 cm; do not glue it to the application form. 一张近期 <b>彩色照片</b> ，尺寸为 3 × 3.5 厘米。请勿粘贴在申请表上			
5. A visa fee of <b>90 EUR</b> 签证费 <b>90 欧元</b>			
6. A <b>written confirmation of the purpose of stay</b> in the Slovak language: i) “Confirmation on the possibility to fill a vacancy without a labour market test, indicating the competent department of the Foreign Police in the Slovak Republic where the third-country national will submit the residence application.” or ii) written promise of the employer to employ a third-country national or iii) employment contract The validity of documents must not exceed 90 days, <b>except</b> for the “ <b>Confirmation on the possibility to fill a vacancy without a labour market test, indicating the competent department of the Foreign Police in the Slovak Republic where the third-country national will submit the residence application</b> ”, which is valid for 120 days, both at the time of submitting the visa application and the residence permit application. It is recommended that the document be issued no more than 45 days before submitting the visa application.			

<p>斯洛伐克语书面停留目的确认文件：</p> <p>i. “无需进行劳动力市场测试即可填补空缺职位的确认函，并注明第三国公民将在斯洛伐克共和国提交居留申请的警察主管部门”；</p> <p>或</p> <p>ii. 雇主出具的对第三国国民的书面雇佣承诺</p> <p>或</p> <p>iii. 雇佣合同。</p> <p>除“无需进行劳动力市场测试即可填补空缺职位的确认函，注明第三国公民将在斯洛伐克共和国提交居留申请的警察主管部门”有效期为 120 天外，其余文件有效期不得超过 90 天。所有文件在提交签证申请及居留许可申请时均须在有效期内。建议文件签发时间不早于提交签证申请前 45 天。</p>			
<p><b>7. A criminal record certificate with an apostille and an official translation into Slovak from China (Chinese applicants) or Mongolia (Mongolian applicants)</b> (translation of the apostille itself is not required), and colour copies of all above documents. The official translation must be carried out by a certified translator registered with the <u>Ministry of Justice of the Slovak Republic</u>. The document's validity must not exceed 90 days (it is recommended that it be issued no more than 45 days before submitting the visa application).</p> <p>中国申请人须提交由中国出具的无犯罪记录证明原件；蒙古申请人须提交由蒙古出具的无犯罪记录证明原件。证明须附海牙认证及官方斯洛伐克语翻译件（海牙认证本身无需翻译）。还须提交上述所有材料的彩色复印件。官方翻译须由在<u>斯洛伐克共和国司法部</u>注册的认证翻译员完成。文件有效期不得超过 90 天（建议签发时间不早于提交签证申请前 45 天）。</p>			
<p><b>8. A criminal record certificate with an apostille and an official translation into Slovak</b> from any other country in which the applicant has resided for more than 90 days during the last three years, and colour copies of all above documents. The translation must be made by a translator registered with the <u>Ministry of Justice of the Slovak Republic</u>. The document's validity must not exceed 90 days (it is recommended that it be issued no more than 45 days before submitting the visa application).</p> <p>申请人如在过去三年内曾在其他国家连续居住超过 90 天，须提交该国出具的无犯罪记录证明，附海牙认证及官方斯洛伐克语翻译件，以及上述所有材料的彩色复印件。翻译须由在<u>斯洛伐克共和国司法部</u>注册的认证翻译员完成。文件有效期不得超过 90 天（建议签发时间不早于提交签证申请前 45 天）。</p>			
<p><b>9. Proof of accommodation</b> in the Slovak Republic (e.g. lease agreement or confirmation of accommodation from a hosting facility).</p> <p>斯洛伐克共和国境内住宿证明（如租赁合同或住宿机构出具的确认函）</p>			
<p><b>10. Flight reservation</b> to the Slovak Republic (without an obligation to purchase a ticket).</p> <p>前往斯洛伐克共和国的机票预订单（无需实际购票）</p>			
<p><b>11. International medical insurance</b> valid in the Schengen area with a minimum coverage of <b>EUR 30,000</b>, valid from the planned date of entry into the Slovak Republic until enrolment in the public health insurance system (before starting employment).</p> <p>覆盖申根地区的国际医疗保险，最低保额 <b>30,000 欧元</b>。保险有效期须自计划入境斯洛伐克共和国之日起，直至纳入公共医疗保险体系之前（正式开始工作前）</p>			

Supporting Documents/辅助材料 (Translated into English/需翻译成英文) Additional notes: optional documents. Please, be aware that applicants are allowed to submit additional documents they consider useful to explain/justify the trip. 附加说明：附加文件。 请注意，申请人可以提交能够说明其行程的解释/证明类附加文件。	Yes/ 有	No/ 没有	Remarks/ 备注
1.			
2.			
3.			
4.			

Please note that the Embassy and the Consulate may, in justified cases, request additional documents during the examination of an application which are not mentioned in the above list and, if deemed necessary, to interview the applicant. The applicant is hereby informed that submitting the above-mentioned documents does not guarantee automatic issuance of a visa.

申请人请注意：大使馆和领事馆在审核申请时，如有正当理由，可能会要求申请人提供上述清单之外的其他文件，并可能在必要时对申请人进行面谈。递交了上述材料并不能保证申请人一定能获得签证。

**Inquiry Officer to choose as appropriate**

资料审核员根据适用情况选择：

1. The applicant has confirmed that he/she has no other documents to submit.

申请人已确认没有其他文件需要提交。

2. The applicant has submitted the supporting documents above. I have advised him/her that failure to submit all necessary documents may result in the application being refused, but he/she has chosen to proceed with the application.

申请人已提交上述证明文件。我已告知申请人，如未能提交所有必要文件，申请可能被拒，但申请人仍选择继续申请。

Visa Fee 签证费		NAME OF TRAVEL AGENT 代理名称	
Service Fee 服务费		ADDRESS 地址	
Courier Fee (If any) 快递费（如选）			
Other Fees 其他费用		TEL/电话	

Name & Signature of Processing Officer  
/资料受理员签名

Date/日期

\_\_\_\_\_

\_\_\_\_\_

Applicant's Signature/申请人签名

\_\_\_\_\_