

## **SHORT TERM STAY**

**(not exceeding the 90 days period)**

### **Visa free entry:**

Citizens of countries/entities listed in the 539/2001/EC council regulation Annex II. (“positive list”) may travel to Hungary without visa: Albania (only holders of biometric passports), Andorra, Antigua and Barbuda, Argentina, Australia, Bahamas, Barbados, Bosnia and Herzegovina (only holders of biometric passports), Brazil, British nationals (overseas), Brunei Darussalam, Canada, Chile, Costa Rica, Croatia, former Yugoslav Republic of Macedonia (holders of biometric passports.), Guatemala, Holy See, Honduras, Hong Kong (holders of a “Hong Kong Special Administrative Region” passport), Israel, Japan, Macao (holders of a “Regiao Administrativa Especial de Macau” passport), Malaysia, Mauritius, Mexico, Monaco, Montenegro (holders of biometric passport), New Zealand, Nicaragua, Panama, Paraguay, Salvador, San Marino, Serbia (holders of biometric passports, excluding holders of Serbian passports issued by the Serbian Coordination Directorate [in Serbian: Koordinaciona uprava]), Seychelles, Singapore, South Korea, Saint Kitts and Nevis, Taiwan (the exemption from the visa requirement applies only to holders of passports issued by Taiwan which include an identity card number), United States of America, Uruguay, Venezuela.

### **Furthermore visa exemption is applied to:**

- a) Nationals of countries under visa obligation, who are holders of a local border traffic card issued by the Member States pursuant to relevant EC regulation, when these holders exercise their right within the context of the Local Border Traffic regime
- b) School pupil having the nationality of a third country under visa obligation who resides in a Member State and is travelling in the EU in the context of a school excursion as a member of a group of school pupils accompanied by a teacher from the school in question ( in case of application of Council Decision 94/795/JHA of 30 November 1994)
- c) Persons recognised refugees and stateless persons and other persons who do not hold the nationality of any country who reside in a Member State for longer time and are holders of a travel document issued by that Member State can stay ninety days within 6 months period without possessing visa. Member States expression means the Schengen member states; the ten states joined the European Union on 1st May 2004, plus Romania and Bulgaria.
- d) Third-country nationals who have been granted asylum or treatment as stateless persons and holding a travel document listed under Annex II of Council Regulation 539/2001/EC.
- e) Third-country nationals who are the flight crew and attendants on emergency or rescue flights another helpers in the event of disaster or accident.
- f) Third-country nationals whose travel document was issued by the UN, the Council of Europe, the International Criminal Court
- g) Civilian flight crew and attendants.
- h) Sea crew
- i) The civilian crew of ships navigating in international inland waters
- j) Third-country nationals, who have permission issued by Member States listed in the Annex II. of the Commission Decision (No.: C(2010)1620) *Establishing the Handbook for the processing of visa applications and the modification of issued visas*, in possession

of the permission and valid travel document can stay ninety days within 6 months period without possessing visa in the Schengen area until the expiration date of the permission.

- k) Certain third-country nationals (according to bilateral partial visa waiver agreements listed in: [http://www.kulugyminiszterium.hu/kum/en/bal/consular\\_services/Entry\\_of\\_Foreigners\\_to\\_Hungary/visa\\_exemption/](http://www.kulugyminiszterium.hu/kum/en/bal/consular_services/Entry_of_Foreigners_to_Hungary/visa_exemption/)) in possession of diplomatic or service passport can enter the country without possessing a visa.
- l) Third-country nationals in possession of diplomatic passport can enter the country without possessing a visa according to visa liberalisation agreements.
- m) According to the Regulation (EU) No 265/2010 of the European Parliament and of the Council of 25 March 2010 (*amending the Convention Implementing the Schengen Agreement and Regulation (EC) No 562/2006 as regards movement of persons with a long-stay visa*) a third-country national holding a long-stay visa (D) issued by a Member State should therefore be allowed to travel to other Member States for three months in any six-month period, under the same conditions as the holder of a residence permit.

### **Entry conditions for foreigners under visa obligation for up to 90 days**

A visa is only a preliminary permission for entry, which does not authorize its bearer automatically to enter the country. The traveller may be requested to provide proof of the existence of the conditions of his entry and stay in Hungary and, if he is not able to fulfil this, he may be returned from the border.

### **Basic rules for the issuance of Schengen visas**

#### **Types of Schengen visas**

##### **1.) Airport transit visa (A):**

Authorizes the bearer to enter the international zone of the airport and to remain there until the time of the departure of the flight to the destination country. Only nationals of the following states are obliged to apply for an airport transit visa: Afghanistan, Bangladesh, Democratic Republic of the Congo, Eritrea, Ethiopia, Ghana, Iran, Iraq, Nigeria, Pakistan, Somalia and Sri Lanka.

The following categories of persons shall be exempt from the requirement to hold an airport transit visa:

- a) Holders of a valid uniform visa, national long-stay visa or residence permit issued by a Member State;
- b) Third-country nationals holding a valid visa issued by
  - Bulgaria, Cyprus, Romania, Liechtenstein, Ireland, United Kingdom
  - Canada, Japan, United States of America
  - or when they return from the above mentioned countries after having used the visa;

The visa exemption for holders of valid visas issued by Bulgaria, Cyprus, Romania, Ireland, United Kingdom, Canada, Japan or the United States of America is independent of whether the holder is travelling to the visa issuing country or to another third country.

If the third-country citizen's visa issued by Bulgaria, Cyprus, Romania, Ireland, United Kingdom, Canada, Japan or the United States of America has expired and the citizen wants to travel back from a country different from the visa issuing country, the citizen is not exempt from the requirements to hold an airport transit visa.

- c) Third-country nationals holding the valid residence permits issued by
  - Ireland, United Kingdom
  - Andorra, Canada, Japan, San Marino or the United States of America guaranteeing the holder's unconditional readmission;
- d) for family members of citizens of the Union effective under the 2004/38/EEC irrespectively whether travelling alone, in attendance upon the citizen of the Union or for joining the citizen of the Union;
- e) Holders of diplomatic passports;
- f) Flight crew members who are nationals of a contracting Party to the Chicago Convention on International Civil Aviation.

## **2.) Short stay uniform visa (C):**

Authorizes the bearer to a single, double or multiple entries and, in case of an uninterrupted stay, to a stay of maximum 90 days, while in case of an interrupted stay, to a stay of altogether maximum 90 days within the 6 months counted from the date of the first entry.

**Attention! In case your flight arrives to Ferihegy 1 and your transfer flight departs from Ferihegy 2 (and vice versa) short stay uniform visa (C) is needed. This is the case also when you arrive to Ferihegy 2A and depart from Ferihegy 2B (and vice versa).**

## **Where to submit a visa application?**

Uniform visa applications have to be submitted at the representation of the country which is the main destination of the visit. (If visiting several states with stays of the same duration the consulate responsible for issuing the visa is that of the country of the first entry into the Schengen area.) Thus, according to the above described Schengen regulations applicants having Hungary as the main destination, or the country of first entry in case of a trip stretching through several Schengen Member States can submit their visa applications at the Hungarian representations. It is sometimes difficult to determine the main destination, for example where the traveller intends to make several consecutive short stays of approximately the same length in various Schengen States. In this case, you should go to the consulate of the first country you intend to visit.

According to the Schengen rules border posts do normally not issue visas, except for quite uncommon circumstances (e.g. entry with a purpose of attending the funeral service of a deceased family member, when it can be proved that there has not been any possibility to apply for a visa beforehand) and it may only happen, if the applicant can verify that he/she was unable to take the visa in advance, beside these conditions are collectively granted:

- a) the applicant must satisfy the conditions of entry and stay;
- b) the applicant have to verify that he/she was not in competence to apply for a visa in advance;
- c) the applicant's return to the country of origin or residence or transit via a non-Schengen state is certain.

## **Which of the Hungarian consulates is responsible for issuing a visa?**

Once it has been established that a Hungarian consulate is responsible for issuing a Schengen visa, it has to be chosen which one of them. The general rule is that an application can be handed in to the consulate which is in the country

- a) where the applicant resides legally and has a habitual residence (the applicant holds a permit that makes a stay longer than 3 months possible – e.g. residence permit),
- b) the applicant does not have a habitual residence or right for long term stay, but at the moment stays legally there and gave reasons for applying at that consulate. This is not a personal right, it depends on the consulate's consideration and can only happen for an extremely good cause.

The stay is legal if, according to the third country's law, the applicant is entitled to stay within the consulate's authorized area for short stay (e.g. with visa) or for longer stay (e.g. with residence permit). If in a country a Member State represents Hungary regarding visa issuance, in terms of the rules of competence the representation must be handled like a Hungarian foreign representation.

If there is no Hungarian consulate in the country where the applicant has his/her habitual residence or no other Member State represents Hungary, the visa application can be handed in at any Hungarian consulate out of the Schengen Area.

## **Who can submit a visa application?**

The application

- a) can be submitted personally;
- b) in case of organized tourist trips, an accredited travel agency may submit the visa application.

In case of joint visa application the family members' (spouse, child) application can be submitted by an adult family member.

If the applicant – in an extremely justified situation – is unable to show up personally, the visa application with an authorization certified by a notary can be submitted by the authorized person. To adopt this procedure, the consulate's previous approval is needed. In case of citizens included in the list of countries under obligation of consultation regarding the Article 22 of the Visa Code, publicised by the European Union's Commission, the personal appearance is compulsory.

### **Attention!**

1. Despite of the above listed exceptions from the obligation to submit the application personally the consul, in case of need, may call the applicant to a personal interview.
2. The authorization is only valid for submitting the application and for collecting the issued visa, however the application form has to be signed by each applicant personally.
3. Applications shall be lodged no more than three months before the start of the intended visit.
4. The decision about the admissible applications as main rule must be made within 15 calendar days counted from the submission. Therefore it is advised to submit the application earlier than 15 calendar days before the planned departure. The consulate does not take any responsibility for delayed submission and for therefore failed travels.
5. That period may be extended up to a maximum of 30 calendar days, and exceptionally maximum of 60 calendar days in special cases.

### **The Visa application is admissible, if**

- a) the application has been lodged no more than three months before the start of the intended visit;
- b) the visa applicant shall present a wholly and legibly completed, signed application form  
The application form may be acquired free of charge at the consulates or downloaded from the website of the Hungarian Ministry of Foreign Affairs ([http://www.mfa.gov.hu/kum/en/bal/consular\\_services/Entry\\_of\\_Foreigners\\_to\\_Hungary/Visa\\_application\\_forms/](http://www.mfa.gov.hu/kum/en/bal/consular_services/Entry_of_Foreigners_to_Hungary/Visa_application_forms/)). Schengen application forms are uniform, therefore any application form used by any of the Schengen Member States can be used for applying at Hungarian consulates;
- c) the applicant shall present a valid travel document satisfying the following criteria:
  - it shall contain at least two blank pages;
  - it shall have been issued within the previous 10 years;
  - its validity shall extend at least three months after the intended date of departure from the territory of the member States or, in the case of several visits, after the last intended date of departure from the territory of the Member States;
- d) the applicant shall present passport-size colour photo (not older than 6 months);
- e) visa fee has been collected.

### **Further/The documents needed for visa applications**

#### **Certification of legal residing**

If the applicants are not nationals of the country where they hands in their application certification of legal residing is needed.

#### **Travel medical insurance**

The insurance shall be valid for the territory of the Schengen Member States and cover the entire period of the person's intended stay or transit. The minimum coverage shall be EUR 30 000. The valid medical insurance has to cover also any expenses which might arise in connection with repatriation for medical reasons, urgent medical attention and/or emergency hospital treatment or death, during their stay(s) on the territory of the Member States.

Besides meeting the above general requirements, the applicant shall also supply a certificate of the financial coverage of his/her expenses, and a certificate of the purpose of the visit.

#### **The financial coverage of the expenses can be certified with one of the following documents**

- an original income certificate of the employer or
- a bank account statement on the account turnover during the last three months or
- a pension slip or
- a certificate of registration in the case of an individual entrepreneur or one-man firm or
- a valid ticket, a certificate of a reserved and prepaid journey, accommodation or
- in the case of minors, a declaration by the legal representative on the coverage of the costs and on the existence of the financial coverage or

- a letter of invitation issued and endorsed by the Office of Immigration and Nationality.

**The purpose of the entry can be certified with the following documents:**

**When applying for a short stay uniform visa (Schengen C-type):**

- In the case of a **tourist visit**: the certificate of the travel agency; or in the case of an **individual visit**: the prepaid reservation of accommodation.
- In the case of an entry with **an educational or other scientific or professional training purpose**: the certificate of the receiving institution, the certificate of the envisaged place of accommodation in Hungary
- In the case of **visiting friends, acquaintances**: a letter of invitation issued and endorsed by the Office of Immigration and Nationality or the letter of invitation in the form of a public notarial document and a photocopy of the personal identification document/passport of the inviting party in Hungary.
- For the purpose of **cultivation of family relations**: an invitation letter as described in the previous indent or a letter signed by the applicant in full awareness of his/her criminal liability describing the degree of the family relation, giving the name, address and phone number of the family member and the purpose of the entry and stay.
- In the case of an **entry for business purposes**: in case there already exists a business partner in Hungary: a letter of invitation from the business partner, proof of the existence of commercial business relations; or the certificate of the local chamber of commerce on the existence of business relations, and the certification of the address of the envisaged place of accommodation in Hungary.
- In the case of an entry with **the purpose of medical treatment**: the certificate of the receiving health institution, including reference to the fact that the expected coverage of the medical treatment is available, and other certification of the coverage of the medical treatment, as well as the certification of the address of the expected place of accommodation in Hungary.
- In the **case of carriers**: the certification or request of the carrier firm.
- For the **purpose of visiting the grave** of a deceased relative buried in Hungary: a document certifying the existence of the grave and the degree of relationship.
- For the **purpose of cultural activities**: accreditation proving the participation in the sports event or contract with the Hungarian sport club, or the certificate issued by the delegating sport club / Olympic committee / Ministry of Sport, etc.
- For the **purpose of sport**: agency contract with the Hungarian service provider, invitation letter issued by the host organization
- For the **purpose of attending a conference**: invitation letter issued by the host organization, confirmation on participation issued by the host organization, and/or a certification issued by the delegating organization; receipt on payment of the registration fee
- In the case of **other purposes of entry** (regular shopping, entertainment, etc.) not listed in any of the above categories: a declaration presenting the purpose of the entry and stay, made in full awareness of the person's criminal liability.

**Attention! The above mentioned enumeration of supporting documents is a non-exhaustive list. The list of the supporting documents is defined by the consul following the local conditions and circumstances; it is changeable at any time.**

In case, if the host country and the EU have signed a visa facilitation agreement further exceptions may be given on the basis of bilateral visa facilitation agreements concluded by the European Communities. Therefore in case of Russian Federation, Ukraine, Serbia, Albania, Bosnia and Herzegovina, Macedonia, Montenegro, Moldova and Georgia different certification may be asked. For detailed information concerning these agreements please contact the competent Hungarian foreign representations in the respective countries.

### **Visa fees:**

Airport transit visa (A)	60 EUR
Uniform visa short-term entry visa (C)	
Long stay visa for the purpose of seasonal work	40 EUR

**The visa fee is EUR 35 for applicants belonging to one of the following categories:**

- Children from the age of six and below the age of 12 years shall pay fee of EUR 35.
- The beneficiary of the visa facilitation bilateral agreement signed by the EU shall pay EUR 35 (Russian, Ukrainian, Moldavian, Albanian, Serbian, Macedonian, Montenegrin, Bosnian, Georgian).
- Kosovian citizen shall pay EUR 35.

**The visa fee shall be waived for applicants belonging to one of the following categories:**

- children under the age of 6;
- school pupils, students, postgraduate students and accompanying teachers who undertake stays for the purpose of study or educational training;
- researchers from third countries travelling for the purpose of carrying out scientific research;
- representatives of non-profit organisations aged 25 years or less participating in seminars, conferences, sports, cultural or educational events organised by non-profit organisations;
- family members of EU/EEA nationals (European Economic Area);
- holders of diplomatic passports.

### **Attention!**

**The visa fee shall be paid when the application is submitted.**

**The consulate does not charge any further fees other than those mentioned above for issuing a visa.**

**If the application for a visa is refused, the fee will not be reimbursed.**

### **Decision making upon visa applications**

In order to check visa applications the consul:

- consults in every case the entry ban list (SIS)

- inspects former visas issued to the applicant
- is liable to consult with competent authorities of other Member States in particular cases
- may consult the Office of Immigration and Nationality and the Ministry of Foreign Affairs
- may consult with foreign representations of other Schengen States
- may request an interview with the applicant
- may request the presentation of further documents or certificates in addition to the ones already attached to the application.

According to law decision upon the visa application must not exceed 15 days. In individual cases the period may be extended up to a maximum of 30 calendar days, in specific cases up to 60 calendar days. In case of countries with a visa facilitation agreement with the EU this time period is 10 days.

### **The visa application will be refused, if**

1. The applicant:
  - presents a false, counterfeit or forged travel document
  - does not prove the purpose and conditions of the intended stay
  - does not certify, that he has sufficient means of subsistence, both for the duration of the intended stay, and for the return to his country of origin or residence,
  - has exceeded the maximum duration of authorized stay within the same 6 months period in the territory of the Member States
  - is a person for whom an alert has been issued in the Schengen Information System (SIS) for the purpose of refusing entry
  - is considered to be a threat to public policy, internal security or public health, international relations of any of the Member States, in particular where alert has been issued in Member States national databases for the purpose of refusing entry on the same grounds
  - is not in possession of adequate and valid travel medical insurance, where applicable.
2. Doubt arises concerning the validity and the content of the supporting documents, the reliability of the statements made by the applicant.

The reason for refusal is notified by the consul using the established refusal form. Notification on the reason for refusal can be obtained at the consulate only by the applicant in person. In case of refusal the consulate will not reimburse the visa fee.

### **Appeal procedure**

Applicants have the right to appeal against the negative decision. Appeals can be submitted at the Hungarian Consulate (that refused the visa application) within 8 days from the date of receiving the decision on refusal. The Ministry of Foreign Affairs decides on the appeals within 15 days. Fee for the appeal procedure can not be reimbursed, not even in case of a positive decision.

In case of refusal a new application may be submitted at any time but the visa fee has to be paid again.

## **ENTRY FOR LONG STAY (period exceeding 90 days)**

Regulations on a stay exceeding 90 days fall within the competence of national authorities, therefore there is no uniform routine among the Schengen Member States. Foreign nationals requesting entry to Hungary with a purpose of a long stay may submit a residence permit application. In case of successful application, s/he will get a visa authorizing him/her to a single entry for receiving a residence permit and to stay for maximum 30 days in Hungary. The decision on the residence permit falls within the competence of the regional directorates of the Office for Immigration in Hungary.

Concerning the regulation (EU) No 265/2010 of the European Parliament and of the Council of 25 March 2010 amending the Convention Implementing the Schengen Agreement and Regulation (EC) No 562/2006 (Schengen Borders Code) as regards movement of persons with a long-stay visa, a person who possesses a long-term stay (D) visa issued by any of the Member States Representations may travel in the Schengen Area 3 months in every 6 months period under the same conditions regarding holders of a residence permit.

Family members of EU/EEA nationals with the right of free movement may enter Hungary with a short-stay uniform visa (C), even if they intend to stay in Hungary more than 90 days. In such cases, within 93 days from the entry, the family member shall apply for a residence card at a regional directorate of the Office for Immigration and Nationality.

Third-country nationals who are exempted from visa requirement (listed in Annex II 539/2001/EC Council Regulation) may lodge their applications for a residence permit at the regional directorate of the Office for Immigration and Nationality in Hungary.

Besides the above mentioned categories third-country nationals residing in the Republic of Hungary may lodge their applications for a residence permit at the regional directorate of the Office for Immigration and Nationality if there are special circumstances such as:

- the applicant can prove the exceptional reasons of the request, among others, family reunification or medical treatment;
- the purpose of stay is research;

### **General requirements:**

1. a wholly and legibly completed, signed “residence permit” application form (can be downloaded from the website of the Hungarian Ministry of Foreign Affairs ([http://www.mfa.gov.hu/kum/en/bal/consular\\_services/Entry\\_of\\_Foreigners\\_to\\_Hungary/Visa\\_application\\_forms/](http://www.mfa.gov.hu/kum/en/bal/consular_services/Entry_of_Foreigners_to_Hungary/Visa_application_forms/)));
2. valid passport (the validity of which has to exceed that of the requested visa by at least 3 months);
3. 1 passport-size colour photo (not older than 6 months);

4. supporting documents of the purpose of stay;
5. justification of the permit of return or further travel;
6. supporting documents of the accommodation;
7. the documents certifying subsistence in Hungary;
8. health insurance or equal financial means.

**Depending on the purpose of entry, minimum the following documents are needed for the application for residence permit:**

**In the case of a residence permit for the purpose of paid activity:**

1. a work permit,
2. a contract of employment,
3. a document certifying occupancy in Hungary, and
4. a certificate on how the person will make a living until he receives his first salary (bank account statement, employer's certificate that he will pay an advance to the person, etc.)

or,

5. a certificate on the character of the gainful activity (the articles of association),
6. the resolution on the court registration of the enterprise,
7. a document certifying occupancy in Hungary,
8. a certificate on the acquisition of the qualification necessary for filling the position,
9. a declaration, certificate on the (expected) yearly income,
10. a certificate of the amount of money at the person's disposal in Hungary,
11. the simplified balance sheet of the previous year (for a firm already operating),
12. a certificate that the firm has no public debt (for a firm already operating),
13. if the firm has Hungarian employees: their employment contracts,
14. in case of a new enterprise: a brief business plan.

**In the case of a residence permit for educational purposes:**

1. a certificate of school attendance,
2. a document certifying occupancy in Hungary (the document certifying accommodation in a student hostel or the tenancy contract with a duplicate of the title deed), and
3. the documents certifying subsistence in Hungary (bank account statement; or the declaration of the parents that they assume coverage of all costs of the stay in Hungary; or the document certifying the scholarship).
4. Attestation of the school that the applicant is exempt from the payment of school fees or that he/she has already paid the tuition fees.

**In the case of a residence permit for family reunification:**

1. a document certifying occupancy in Hungary,
2. a document certifying subsistence in Hungary,
3. a marriage certificate / birth certificate (duplicate)
4. a copy of the passport of the Hungarian relative.

**In the case of a residence permit for visit:**

1. an official letter of invitation countersigned by the OIN, or an invitation included in a notarial document,
2. a certificate of the average income of the inviting party,
3. a duplicate of the title deed, and
4. a copy of the passport or the personal identification document of the inviting party.

**In the case of a residence permit for medical treatment:**

1. the name and address of the health institution providing the treatment,
2. a certificate of the character and the expected duration of the medical treatment,
3. a certificate of the financial coverage for the medical treatment and the stay in Hungary,
4. the certification of occupancy in Hungary provided that the applicant does not stay in the medical institution,
5. in case of a minor child or a family member in need of help: the certification of the accommodation and the subsistence of the accompanying person.

**In the case of a residence permit for research:**

1. contract with an accredited research institute
2. if the researcher does not have sufficient financial means the research institute must assume an obligation, that in case of expulsion (due to the overstay of the researcher) all costs will be refund by the institute.

**In the case of a residence permit for voluntary work:**

1. contract with a Hungarian receiving institution, organization (church, library, town hall, etc.)

**Attention!**

- **The consul may request further documents in addition to those listed above.**
- **The original documents shall be attached to the applications. If the applicant would like to get it back, the copy of the original document also should be attached.**
- **The consulate reserves the right to examine the authenticity of the presented data and the submitted documents. Presentation of false data will lead to the refusal of the visa application.**

The fee for the residence permit application is **EUR 60**.

As a general rule, the regional directorate of the Office for Immigration and Nationality processes the application within **30 days**.

The following applications shall be evaluated immediately within not more than **8 days**:

1. applications of minors and their accompanying legal guardians for a residence permit, if the substantiated purpose of travel is medical treatment for the minor;
2. applications for a residence permit of persons with custody of an unaccompanied minor who are arriving to escort the minor home;
3. applications for a residence permit, if the entry and stay of the applicant is desired on the grounds of substantial national interest of the Republic of Hungary in the field of economics, culture, science or sports.

The directorates shall make a decision within **15 days** if the purpose of entry of the third country nationals is:

1. study or
2. research.

In case of refusal, the applicant may lodge an appeal within 8 days from the receipt of notification thereof. The appeal shall be submitted either to the regional directorate of the Office for Immigration and Nationality which processed the application or to the consular officer. Appeals are decided by the Immigration Office within 30 days.

## **Seasonal employment visa**

Seasonal employment visa entitles the holder for single or multiple entry, and for employment for a longer than three months and maximum six months period. The validity of the visa is maximum one year. The applicant has to dispose a seasonal work permit issued by the competent labour center. The permit has to define the exact place and time of the seasonal work. In case of multiple employments the seasonal employment permit has to define the detailed information of every employment. The decision regarding the seasonal employment visa application is made within **15 days**. The visa fee is **EUR 40**. The visa application should be handed personally by using the official application form.

## **Records of data, data protection**

According to Article 95 of the *Act on entry and stay of third country nationals* (Act II of 2007), during the visa application process the consulate and the Office for Immigration and Nationality manage and store electronically the following data:

1. identification data;
2. nationality (stateless status);
3. photograph and passport data;
4. the purpose of entry and the planned duration of stay;
5. copies of documents verifying fulfillment of the requirements for entry and stay, or the data referring thereto;
6. the rejection of visa and the reasons, if applicable;
7. the number and series, and the period and territory of validity of the visa issued;
8. the date and place of entry and exit;
9. registered place of accommodation.

The consulate may disclose data from its register to law enforcement and criminal investigation agencies, the national security agencies and the refugee authority, to agencies specified by law or international agreement within the type of specific information defined therein, furthermore to Schengen / EU consulates in the jurisdiction.

If requested by the applicant, the consulate and the Office for Immigration and Nationality within its jurisdiction shall provide information regarding his/her data on record, unless the Aliens Act prohibits the disclosure of such data. If the consulate determines, whether by the initiative of the applicant or ex officio, that any particular data on record is incorrect or has changed, it takes

prompt measures to have such incorrect data corrected or removed from the records, whichever is appropriate.

**The attached photograph of the visa procedure has to meet to the following requirements:**

1. not older than 6 months
2. colour
3. passport-size (35-40 mm wide)
4. sharp, good quality
5. entire face
6. one coloured, bright background
7. shawl is not allowed except for religious purposes
8. photo made in the face of the camera

Wearing glasses is allowed, if the eyes still visible easily and the light does not reflect back from the lenticle. Wearing shawl is not allowed except for religious purposes and if the face remains visible. The photo has to meet the above mentioned requirements.

If the photo does not correspond to the prescribed requirements the applicant shall hand another photo with the required conditions.

**Attention! As of 20 May 2011 applicants for residence permits are required to give fingerprints. Children under the age of 6 years are exempt from this requirement.**