

## Procedure for the Submission of Visa Applications

The Ministry of Foreign Affairs has kindly agreed to reduce the number of enclosures for visa applications for all participants travelling to the Republic of Cyprus for the Annual Meeting of the European Bank for Reconstruction and Development AS LONG AS the visa application contained the EBRD visa support letter.

As agreed with the Cypriot Authorities, visa applications submitted by participants of the 2017 EBRD Annual Meeting should contain the following:

- A duly completed visa application form (downloaded from the above link and completed by hand in CAPITAL LETTERS). Please note the following points regarding some of the questions:

**Question 20:** Type of visa – Short stay

**Question 21:** Number of entries requested: Single entry

**Question 22:** Other visas for Cyprus / Schengen States: the answer, if any, should be the first two letters of the issuing country and the year. For instance: FR2016

**Question 23:** Purpose of travel: “EBRD Annual Meeting”

**Question 26:** Persons for recommendation during the stay / Address and telephone:

European Bank for Reconstruction and Development

c/o: Libor Krkoska, Head of Office

Address:

Globe House, 2nd floor

23 John Kennedy Avenue

Nicosia 1075

Cyprus

Tel.: +357 22 395500

- A passport valid for at least 3 months from the intended date of departure, with at least two blank pages for the visa stamp
- colour photograph (35 x 45 mm), affixed with glue onto the application form
- An EBRD visa support letter (letter of invitation)

Any problems encountered at Embassies/Consulates in relation to visa should be addressed to Antonis Sammoutis, Schengen Department - Division of Consular Affairs / Schengen Ministry of Foreign Affairs, **by email only** at [asammoutis@mfa.gov.cy](mailto:asammoutis@mfa.gov.cy)

For out of office hours please contact the Duty Officer:

Tel. +357 99 660129