

# CHECKLIST for MKV applications

## PARTICULARS OF APPLICANT

Names in in full : \_\_\_\_\_

Postal address : \_\_\_\_\_

\_\_\_\_\_

Mobile number(s) : \_\_\_\_\_

Email address : \_\_\_\_\_

- 1. Two (2) completed and signed Application forms for MKV.
- 2. Two (2) recent color passport photographs.
- 3. Two (2) color copies of all written/stamped pages in the passport.
- 4. One original notarized copy of the birth certificate with English translation + one photocopy in color.
- 5. One original notarized copy of Certificate of Good Conduct (non-Criminal record) in English + one color photocopy.
- 6. One original Bank statement or other document/information proving sufficient financial means during stay in Suriname (in English) + one photocopy in color
- 7. If application concerns internship or voluntary work: two (2) color copies of an official letter of the organization/ institution in Suriname stating the purpose and duration of agreement.
- 8. If applicant intends to work in Suriname: two (2) color copies of the labor/employment contract.
- 9. Proof of residence (if applicable)
- 10. Proof of marital status:
  - If married/divorced/single/widow: a notarized copy of marriage license/divorce certificate/proof of widowhood.
  - If cohabiting (partner relationship): proof of cohabitation in the country
- 11. Notarized letter of consent by parents and a copy of the birth certificate:
  - If a child (up to 18 years) is traveling alone
  - If a child (up to 18 years) is traveling with one of the parents (with consent of the 2nd parent)
  - Custodians should provide legal documents or notarized power of attorney from parents.
  - a certified copy of the judicial decision in case of adoption/legal guardianship of a child (up to 18 years)
- 12. Two (2) color copies of statements of guarantor in Suriname (in case of insufficient funds of applicant)
- 13. Two (2) color copies of valid health insurance
- 14. Two (2) color copies of Certificate of Health Examination for International Travelers
- 15. Two (2) color copies of valid International Certificate of Vaccination for the yellow fever
- 16. Proof of payment for MKV processing fee (Bank statement).

**Applications must be sent to the Embassy for processing along with the required documentation by a trusted courier service.**

**Once your MKV application has been approved, you will be informed by the Consular Affairs officer by email.**