

**Document checklist  
for  
Tourist Visa Application to explore or make a vacation**

**Basic Documents**

1. Duly filled visa application
2. Current passport
3. Previous passport with previous visa and stamps [If applicable]
4. National ID card
5. Photo [35x45 mm with an off-white background for Schengen countries, UK, Australia, and Canada, while 51x51 mm is required for the US with the same background color.]
6. Letter of explanation or cover letter detailing your identity, purpose of tour, activity plan, fund arrangement, accommodation, financial stability, ties with Bangladesh etc.
7. A detailed travel itinerary
8. Event booking confirmation [If possible]
9. Hotel booking in destined city or cities.
10. Air reservation.

**Fund arrangement**

1. A savings account statement for the past six months, showing regular income and expenditures. Additionally, the funds required for your trip should remain as idle money in the account for at least past four months.
2. If someone else is funding your trip, a declaration of financial sponsorship is required.
3. A declaration outlining the relationship between you and your sponsor is necessary, supported by relevant evidence.

**Source of Income**

1. Employment letter from employer confirming employment details including joining date, position, responsibilities, Salary etc.
2. Salary account statement.
3. Pay slip for the last three months
4. Rental agreement with tenants [If applicable].
5. Money receipt for rent collection [If applicable].

**Financial Stability**

1. Statement of fixed deposits or any other deposit accounts [if applicable].
2. Certificate from a brokerage firm confirming investments [if applicable].
3. Flat or land registration document issued by the Bangladesh Government (e.g., Khatian or Porcha) [if applicable].
4. Receipts for down payments and/or installment payments for flat or land purchases.
5. Property valuation report [if applicable].
6. Rental agreement [if applicable].
7. Rental receipts [if applicable].
8. Personal TIN (Tax Identification Number) certificate.
9. Personal income tax certificate for the previous year [If applicable].
10. Personal tax return for the previous year [If applicable].
11. Car registration documents [if applicable]
12. Your photograph with your property or Car [if applicable]

### **Ties with Bangladesh**

1. Marriage certificate [if applicable].
2. National ID of your spouse [if applicable].
3. National IDs of your parents.
4. Birth certificates of your children [if applicable].
5. Enrollment letters from educational institutions for your children [if applicable].
6. Certificates from local authorities (e.g., Local Commissioner or Chairman) confirming your parents / dependents reside with you [if applicable].
7. Membership certificates from any social welfare organization [if applicable].
8. Family photographs.

### **Other documents**

1. Leave Approval and No Objection Certificate (NOC) from the Employer.
2. Family details, including each family member's date of birth, occupation, date of decease [if applicable], and address.
3. Travel history, specifying the countries visited, dates of entry and exit, and the purpose of each visit.

