



<p>>> Proof of current occupation</p> <p>For employees:</p> <ul style="list-style-type: none">- <u>Employment letter</u> not older than 90 days from the date of application, with an original stamp and signature from the HR department of the company, addressed to the Mission, specifying the date of recruitment and position in the company.- <u>Pay slips of the last three months.</u>- <u>Letter of approved leave of absence stating the reason for the said leave (holidays or otherwise)</u> <p>If self-employed:</p> <ul style="list-style-type: none">- <u>Certificate of Registration of the Company.</u>- <u>A recent Tax Clearance Certificate (certificate of payment of taxes)</u>- <u>The Import-Export License</u>- <u>Recent invoices or other proof of the company's commercial transactions with other Vietnamese or foreign Companies</u>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<p>>> Documentation related to the purpose of the trip</p> <ul style="list-style-type: none">- <u>A recent (less than 1 month old from the date of the application), signed and official letter from recruiting company or from the shipping company</u> on company's letterhead or a duly authorized shipping agent on shipping agent's letterhead, required to have a shipping agent permission by the competent port authority, indicating the seafarer's full details including:<ul style="list-style-type: none">a. The seafarer's identity (Name, Surname, Nationality, Date of birth, Passport number, Rank/Grade).b. Date of applicant's entry into the Schengen/Greek territory and signing-on.c. Details of the local shipping/ manning agency of the country where the visa is to be issued.d. Vessel's name, registration number, flag under which the vessel is sailing, and IMO number (where applicable).e. Scheduled date of vessel's arrival in the port where the seafarer is to sign on.f. Scheduled date of vessel's departureg. Scheduled date at which the seafarer joins the vessel- <u>Formal declaration signed by the shipping company</u> or its representative or a duly authorized shipping agent, in the form of a solemn declaration as per Law 1599/1986 (legalization by public authority not required), confirming that the seafarer signs on upon an invitation, as well as their responsibility for the expenses of the stay and, if necessary, for the repatriation costs of the seaman.- <u>Valid seaman's book.</u>- <u>A medical fitness certificate</u> from a recognized state or private establishment certifying the absence of any disease that might be a risk to public health, according to the international situation and the World Health Organization, as well as of any other infectious or parasitic diseases, which impose the taking of measures for the protection of public health.- <u>A copy of the seafarer's contract or letter of appointment.</u>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

GVCW Submission Officer Name: _____

Applicant's Signature: _____