

PROCEDURE OF ISSUANCE OF THE CROATIAN VISA
TO THE PARTICIPANTS OF THE IPCC 42ND PLENARY SESSION,
5 – 9 October 2015, Dubrovnik, Croatia

WHO NEEDS CROATIAN VISA?

All participants are required to check the web site of the Ministry of Foreign and European Affairs of the Republic of Croatia www.mvep.hr, Visas, to see if they are required to have Croatian visa when entering the Republic of Croatia.

IMPORTANT NOTICE:

Republic of Croatia applies the [Decision No 565/2014/EU](#). Therefore, **aliens who are holders of valid Schengen documents, as well as national visas and residence permits of Bulgaria, Cyprus, and Romania do not require an additional (Croatian) visa for Croatia.**

Aliens who are holders of:

- **uniform visa (C) for two or multiple entries**, valid for all Schengen Area Member States;
- **visa with limited territorial validity (LTV visa)**, for two or multiple entries, issued to the holder of a travel document that is not recognised by one or more, but not all of the Schengen Area Member States, and which is valid for the territory of the Member States recognising the travel document;
- **long-stay visa (D)** for stays exceeding three months, issued by one of the Schengen Area Member State;
- **residence permit** issued by one of the Schengen Area Member State;
- **national visas for two or multiple entries and residence permits of Bulgaria**, listed in Annex I of the [Decision No 565/2014/EU](#);
- **national visas for two or multiple entries and residence permits of Cyprus**, listed in Annex III of the [Decision No 565/2014/EU](#);
- **national visas for two or multiple entries and residence permits of Romania**, listed in Annex IV of the [Decision No 565/2014/EU](#);

do not require a visa for transit or intended stays in the territory of Croatia not exceeding 90 days in any 180-day period.

The Decision No 565/2014/EU is available at:

<http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32014D0565&from=EN>

The period of validity of the above mentioned Schengen, Bulgarian, Cypriot, and Romanian documents must cover the duration of the transit or stay.

In case of uncertainty regarding the validity of any of the above mentioned documents, please scan the document and send it to vize@mvep.hr.

Holders of valid special travel documents issued by the United Nations or its specialized institutions (Laissez-Passer) do not require a visa for transit or intended stays in the territory of Croatia not exceeding 90 days in any 180-day period.

WHERE TO APPLY FOR CROATIAN VISA?

Participants are advised to **contact the relevant Croatian Embassy** where they will be able to receive comprehensive information on the topic (including the number of bank account of the Embassy) and, if desired, lodge the formal application.

Participants who require a visa for Croatia should apply in person at the **Croatian Embassy or – if available - at the Visa Application Centre in their country of residence.**

The list of Croatian Embassies/Consulates, as well as all additional information are available on the web site of the Ministry www.mvep.hr, [Diplomatic Missions and Consular Offices of Croatia](#), or at (choose the country from the drop-down menu):

<http://www.mvep.hr/en/consular-information/visas/visa-requirements-overview/>

Participants from countries where there is no Croatian embassy or Visa Application Centre may submit visa applications by mail, but it should be prearranged with the Embassy (please contact the nearest Croatian Embassy in your area of residence):

1. The simplest way would be to fill out the visa application form on-line. After filling on line visa application the participant gets a code number and then he/she should contact Croatian Embassy and inform about the code number.
2. Printed and filled out application form along with other required documents (including passport) should be sent to the concerned Croatian Embassy together with paid postage envelope for the return of the passport.
3. After processing the application and issuance of a visa, the passport will be returned to the participant.

Only exceptionally, if there are justified reasons, **a visa would be issued at the border**. In such a case the participant is requested to follow the step (1) and to send the code number of his/her visa application to the Division for Visas (e-mail: vize@mvep.hr).

After processing the application, the Confirmation Letter on the issuance of visa at the border will be sent to the participant.

WHAT NEEDS TO BE SUBMITTED WHEN APPLYING FOR CROATIAN VISA?

- duly fulfilled and personally signed **visa application form**, available on the web site <http://www.mvep.hr/en/consular-information/visas/forms/visa-application/>

It is also possible to fill out the visa application form on-line at <https://crovisa.mvep.hr/> (available in English, Russian, Ukrainian, Albanian, and Turkish language). All relevant documents including photo can be uploaded to the on-line system.

- **valid travel document** – the period of validity of the travel document should exceed that of the visa's by three months, it must include at least two empty pages and must be issued in the preceding 10 years;
- colour **photograph (35 x 45 mm)**
- **valid travel health insurance** - to cover any expenses which might arise during the in Croatia in connection with:
 - urgent medical attention and/or emergency hospital treatment, or
 - repatriation in the country of residence for medical reasons, or
 - transportation in the event of death.The minimum coverage shall be the equivalent of EUR 30,000.
(Holders of diplomatic passports are not obliged to enclose proof of travel health insurance)
- **Letter of invitation from the IPCC** or the **confirmed registration** of participant.
- proof of paid **visa fee**
(Holders of diplomatic and service passports are exempted from visa fees).

DEADLINES

Visa application may be submitted not earlier than three months prior to the planned date of entry to the Republic of Croatia.

The participants are strongly advised to submit their applications in due time.

For any further information please contact vize@mvep.hr.