

General Visa Information

Being granted a visa acts as a pre-clearance to enter the Irish State but it does not guarantee a right to enter the State and a final decision will be made by officials at the State border. The Garda National Immigration Bureau (GNIB) acts on behalf of the Minister and have the power to grant entry (leave to land) or refuse entry. There are two main types of visa.

C – tourist (maximum 90 day)

D – reside/work/study (90 days with instruction to register with GNIB)

Completing the online application form

The following details are required when making a visa application:

1. Applicant's passport number and the passport numbers of any expired (out of date) passports;
2. Details of previous applications (both successful and unsuccessful) made by the applicant;
3. The name, address and phone number of contact/family member in Ireland;
4. The names, addresses, phone numbers, '69' type number (if applicable) and passport numbers of family members in Ireland (if applicable);

5. The name, address and contact details of employer (if applicable);
6. Names of, and relationship to, people travelling with;
7. Details of any criminal convictions in Ireland or abroad (if applicable);
8. Proposed dates of travel;

The full list of questions is available on the Irish Naturalisation and Immigration Service (INIS) information note on completing the online visa application which is available in several languages:

http://www.inis.gov.ie/en/INIS/Pages/Information_on_completing_your_online_application

False/Misleading/Fraudulent Applications

INIS policy:

“If you provide false, fraudulent or misleading information or documentation, your application will be refused, without any right to appeal. Any future applications made by you will also be refused.”

If the applicant has made an error of a minor nature then this can normally be corrected in a covering letter.

Supporting documentation

One of the most common reasons to refuse a visa application is failure by the applicant to provide sufficient documentation in support of their application. All documentation provided must be in English or accompanied with a certified translation. Provision of the all the requested information will not guarantee a successful application.

The following documentation must be provided in all circumstances however, as noted earlier, the website of the individual embassy should be checked for any additional requirements:

1. Online application form;
2. Signed summary form;
3. 2 x passport sized photographs (signed on reverse);
4. Fee (normally €60 single entry and €100 for a multi entry visa);
5. Cover-letter;
6. Passport valid for 6 months after the date of departure from the State;
7. Copy of expired passport (if applicable);
8. Written consent of both parents to the application if the applicant is a child under the age of 18. The written consent should

be accompanied by a copy of each parent's identity document which also bears their signature;

9. Evidence of any previous visa refusals (if applicable);
10. Evidence of relationship between the applicant and their family member in Ireland (if applicable): The applicant should provide documentation to establish the nature of their relationship with their family member e.g. when applying for a child provide the original birth certificate. In addition, evidence of the relationship should be submitted e.g. family photos, evidence of correspondence including phone bills, international call cards, skype or facebook records, greetings cards, letters and any evidence of previous time spent together including flight booking details, boarding passes.
11. Evidence of the family member's residency in the State (if applicable): Establish that the family member is legally resident in the State. If the family member is an Irish or EEA national provide a copy of their national passport. If not, then provide a copy of their passport and a copy of their up-to-date GNIB card. Additionally, provide proof of their address in the State by submitting up-to-date utility bills.
12. Financial Information of the Family Member in Ireland (if applicable): Evidence

of employment, 6 month bank statement, savings etc.

Additional Documents required for a C visa applications

13. Evidence of permission to return to the country of residence on expiry of the visa: If the applicant is currently living in a country of which they are not a citizen they must establish that they have a right to return there following the expiry of the visa in Ireland. The applicant will be required to prove that their residency in that State will not expire for at least three months after their proposed date of departure from the State.
14. Evidence that of intention to return to country of permanent residence on expiry of the visa (obligation to return). The applicant needs to establish that they intend to abide by the terms of the visa application and return to their country of residence on the expiry of the visa. If the applicant is in employment - letter (on headed paper) from their employer stating how long they have been employed there, the dates of their annual leave, the date of their expected return to their employment and three most recent payslips. If the applicant is a student provide a letter from their college (on headed paper) stating the course of study, the number of years the applicant has been enrolled and the duration of the course. You should also

detail any other commitments which would require you to return to your country of residence e.g. care of an elderly relative.

15. Evidence of applicant's financial circumstances: The applicant will be required to provide evidence that they will not become a burden on the State during their stay in Ireland and that there are sufficient funds available to cover the cost of travel to and their stay in the State, up-to-date original and detailed bank account statement covering the past six months for the applicant and/or their family member.
16. Letter of Invitation from the family member in Ireland(if applicable) ;
17. Written undertaking by the applicant confirming that they will adhere to the conditions of the visa;
18. Written undertaking by the family member confirming that the applicant will adhere to the conditions of the visa (if applicable);

Previous Visa Refusals

All previous visa refusals must be disclosed in the current application. A previous visa refusal can be prejudicial to a current application and may be viewed as the applicant having an adverse immigration history. The letter of refusal should be included with the application and the reasons for refusal should be addressed in the coverletter. If the last visa application was refused on the basis that the applicant

provided false or misleading information the current application may automatically be refused.

See the INIS website and the Citizens Information Centre's website for more information.

www.inis.gov.ie

<http://www.citizensinformation.ie/en/>

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