



# Invitation – business

VU5\_en\_061123

## Invitation form for application for business visa for affiliated companies

### 1. Information concerning the inviting company (company established in Denmark)

**PLEASE COMPLETE IN CAPITAL LETTERS**

Company name		Homepage	
Company address in Denmark			
Zip code	City		
Telephone no.	E-mail		
Field of business		CVR-No.	
Number of employees (number registered in the Central Business Register (CVR))			

### 2. Information concerning the inviting company's contact person – the inviting party

**PLEASE COMPLETE IN CAPITAL LETTERS**

First name	
Surname	
Contact address if different from company address	
Zip code	City
Branch and position	Telephone no./mobile
E-mail	

### 3. Information concerning the visa applicant – the person requiring the visa

**PLEASE COMPLETE IN CAPITAL LETTERS**

First name	
Surname	
Date of birth, dd-mm-yyyy	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female
Nationality	
Address in home country	Zip code
City	Country
Telephone no.	E-mail

## 4. Information concerning the company, in which the applicant is employed and information about the employment

**PLEASE COMPLETE IN CAPITAL LETTERS**

Company name	Home page	
Company address	Zip code	
City	Country	
Field of business	Telephone no./mobile	
Telefax	E-mail	
In which branch of the company is the applicant employed and in which capability?		
When was the applicant hired in the company/the foreign branch?		
When does the contract expire?		

## 5. Information about the group relationship between the company, in which the applicant is employed, and the inviting company

**PLEASE COMPLETE IN CAPITAL LETTERS**

<p>Is the company established abroad affiliated with the company established in Denmark*</p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p>*Affiliated companies mean companies that are part of the same group.</p>	<p>Link to the homepage of the group of companies, including reference to page from where the group structure follow</p> <p>Please attach other documentation for the group structure between the company in Denmark and the company abroad if assessed relevant.</p>
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## 6. Information concerning the planned visit

**PLEASE COMPLETE IN CAPITAL LETTERS**

When is the applicant expected to arrive?	How many days are you expecting the applicant?
What is the purpose of the visit? – describe the business relation and the purpose of this specific visit	
In which period is the applicant going to carry out work in Denmark? – please state number of days and date of the first day and last day. If the applicant is going to carry out work for more than one period, the dates for all periods must be indicated.	
If the applicant is going to carry out work for more than one period, it must be indicated in which period the applicant will stay outside of Denmark – please state number of days and date of the first day and last day outside of Denmark.	

The stay outside of Denmark must be documented.

Is the applicant going to carry out work within one of the sectors of construction, agriculture, forestry and horticulture, cleaning (including window cleaning), hotel and catering or the carriage of goods by road?

Yes       No

If **yes** – please describe in details, which work assignments the applicant is going to carry out and with what purpose

## 7. Information concerning the payment of costs in relation to the visit

**PLEASE COMPLETE IN CAPITAL LETTERS**

Who is paying for the applicant's travel expenses?

Applicant       Host

Who is financially responsible for the applicant during the stay?

Applicant       Host

Where will the applicant be staying during the visit?

## 8. Financial situation in connection with travel and stay in Denmark?

Will you, the host, vouch financially for the applicant in connection with travel and stay in Denmark?

Yes       No

If **yes** – please sign here \_\_\_\_\_

## 9. Additional comments or information concerning the invitation or the visit – e.g. enclose a program for the purposed activities to take place during the visit

**PLEASE COMPLETE IN CAPITAL LETTERS**

## 10. Declarations and information

### A. Sworn declaration of correctness

I hereby confirm that the information I have given in this form is correct.

If the information is found to be false, I am subject to the following penalties cf. the Danish Criminal Code section 161, the Aliens Act section 40 and section 59-60:

- Fine or imprisonment of up to 2 years.
- Reimbursing any expenses incurred by the Danish state as a consequence of the false information.

**B. Notification that the Danish authorities have registered information about you and your affairs**

The information you supply or have supplied in connection with the application for a visa will be entered into, and stored in the Visa Information System IVR-VIS, maintained by the Danish Immigration Service and the Central Visa Information System C-VIS of the Schengen member states. This also applies to information you may give in conjunction with an application to extend the applicant's stay. The registration is mandatory.

Any personal data concerning you which appear on the invitation form will be supplied to the relevant authorities of the Schengen Member States and processed by these authorities, for the purpose of a decision on the visa application. Such data will be entered into, and stored in IVR-VIS for a maximum period of 5 years, and in C-VIS for a maximum period of 8 years. During this period of time, it will be accessible to the visa authorities and the authorities competent for carrying out checks on visas at external borders and within the Member States. Furthermore, immigration and asylum authorities in the Member States will have access to the data for the purpose of verifying whether the conditions for the legal entry into, stay and residence on the territory of the Member States are fulfilled, of identifying persons who do not or who no longer fulfil the conditions, of examining an asylum application and on determining responsibility for such examination.

Under certain conditions the data will also be available to designated authorities of the Member States and to Europol (European Union's law enforcement agency) for the purpose of the prevention, detection and investigation of terrorist offences and of other serious criminal offences.

You are entitled to right of access to the information registered about you in IVR-VIS and C-VIS and of the Member State which transmitted the data. Inquiries about this can be addressed to the Danish Immigration Service, Farimagssvej 51A, 4700 Næstved, or via the Danish Immigration Service's contact form at [www.newtodenmark.dk/contact-dis](http://www.newtodenmark.dk/contact-dis)

You can request that personal data relating to you which are inaccurate be corrected and that personal data processed unlawfully be deleted. On your request, the authority examining the visa application will inform you of the manner in which you may exercise your right to check the personal data concerning you and have them corrected or deleted, including the related remedies according to Danish nation Law. The national supervisory authority in Denmark (the Danish Data Protection Agency) will consider claims concerning the protection of personal data. Inquiries about this can be addressed to the Danish Data Protection Agency, Borgergade 28, 5, DK-1300 Copenhagen K, e-mail: [dt@datatilsynet.dk](mailto:dt@datatilsynet.dk).

**C. Information regarding possible verification by the authorities of the information you have supplied**

The Danish Immigration Service may seek to verify the accuracy of the information you have given in this form. This may happen while the application is being reviewed or after the applicant has been granted a visa. Verification may be conducted at random and is not necessarily an indication that the Danish Immigration Service suspects you of providing false information.

Verification may involve the following:

- Checking public registers, such as the Central Person Register
- Contacting other authorities, such as municipalities

You may be asked to supply additional information as part of the verification process.

**D. Information about the consequences connected to the applicants illegal stay in Denmark or another Schengen country**

If the applicant is issued a visa, the applicant shall leave the Schengen region within the validity of the visa. The visa gives the holder the right to reside in the Schengen region for a predetermined number of days within a further defined period of validity. The period of validity is often longer than the number of days the visa is issued for.

The applicant may neither reside in the Schengen region for more than the permitted number of days, nor arrive or depart outside of the validity period.

If the applicant stays in Denmark or the Schengen region beyond the validity of the visa it may have serious consequences and the applicant may be given a penalty period. During this period the applicant will normally be unable to obtain a Schengen visa to enter Denmark. If the applicant exceeds the visa period by up to 30 days the applicant may be banned for 3 years, and if the applicant exceeds the visa period by more than 30 days a 5 year ban may be imposed.

**E. Consequences if the applicant is expelled from Denmark or applies for asylum in Denmark or another Schengen country**

If the applicant upon entering Denmark on a visa is expelled either by administrative decision or by court order, or if the applicant applies for asylum in Denmark or another Schengen country and does not leave voluntarily after the

final rejection, the applicant will not be eligible for obtaining a new visa for a period of 5 years.

**F. Information about possible consequences if the visa applicant applies for a residence permit while in Denmark on a visa (short term)**

If the visa applicant submits an application for certain kinds of residence permit during the applicants visa stay in Denmark and subsequently does not leave the Schengen countries in accordance with the validity of the visa issued, you need to be aware, that the applicant can become ineligible for a visa for 5 years. You can read more about what types of residence permit an applicant can apply for while staying in Denmark on a visa, without the applicant being prevented from obtaining a visa, in section 4c of the Aliens Act and on [www.newtodenmark.dk/misuse](http://www.newtodenmark.dk/misuse)

## 11. Signature

**By signing below, I confirm that I have read, understood and accepted the terms laid out in section 10 .**

Date and place

Signature