

Finland business and trade fair visa — document checklist

Source: Finnish Ministry for Foreign Affairs (um.fi) and finlandvisa.fi, checked 6 September 2026. The list for your own country is at finlandvisa.fi.

1. Documents every application needs

- ☐ The application form completed and signed at finlandvisa.fi.
- ☐ Your appointment booking. The application is submitted in person and biometrics are taken at the same appointment.
- ☐ A passport valid for at least 3 months after the end of the trip, issued less than ten years ago, with at least two blank pages.
- ☐ A colour passport photograph meeting the Schengen standard, from which you are recognisable.
- ☐ Travel insurance covering the whole Schengen area, minimum EUR 30,000, in force for the validity of the visa. It must cover sudden illness, accident, repatriation of the patient and repatriation in case of death.
- ☐ An outward and return travel document or booking.
- ☐ Proof of accommodation: a hotel booking or an invitation from the person you will stay with.
- ☐ Proof of means: at least EUR 50 per person per day. A bank statement for the recent months.
- ☐ Proof that the application fee has been paid. The fee is not refunded if you are refused.
- ☐ Parental consent for minors.
- ☐ A photocopy of every document.

2. Additional documents for a business visit

- ☐ An official invitation from the company in Finland: its name, Business ID (Y-tunnus), address, contact person and signature.
- ☐ The invitation should state the purpose, the dates and the programme of the visit, and the subject if it is a meeting, negotiation or training.
- ☐ The invitation must say plainly who is paying the travel costs.
- ☐ If you are attending a trade fair: the registration, an exhibitor document or a ticket.
- ☐ A document showing your relationship with your own workplace: an assignment letter on letterhead, dated and signed.
- ☐ Your company's trade register entry and tax registration.
- ☐ If you own the company: the company's bank statement and proof of ownership.
- ☐ Evidence of an existing business relationship between the two firms: contracts, invoices, correspondence.

3. Points to watch on a business visit

- ☐ If the company in Finland is paying, your own economic situation is not weighed the same way at this point; that is what separates a business visit from the other purposes.
- ☐ A visa does not allow paid work. Meetings, negotiations and visiting a fair are not work; if the work itself is to be done in Finland, a residence permit is required.
- ☐ In certain occupations — interpreter, teacher, expert, researcher, artist, athlete — work of up to 90 days is possible without a residence permit; that is a separate rule.
- ☐ If the work lasts more than 90 days, a residence permit is required whatever the occupation.

Final checks

- ☐ I have checked on the um.fi list whether my nationality needs a visa.
- ☐ I have counted my days in the Schengen area over the last 180; this trip does not take me past 90.
- ☐ My application date is no more than six months before the trip starts. Processing takes 15 days.
- ☐ The purpose I wrote on the form is the same purpose my documents describe.
- ☐ The booking dates, the itinerary and the ticket dates agree with one another.
- ☐ There is no unexplained lump sum paid into my account just before the application.

☐ I have put copies of the documents in my hand luggage to show at the border.