



What is an invitation?

An invitation is a document confirming that, as a foreigner, you have sufficient financial means to cover the costs of your stay in Poland and your return journey. The document is issued by the voivode competent for the place of residence or registered office of the inviter, in a simplified procedure.



The invitation is not a visa, residence permit or work permit. The document may, but does not have to be presented during border control or when applying for a visa.



Who is the inviting party?

An inviting party is the guarantor for the costs of stay and return of the foreigner named in the invitation. An entry of the invitation into the register of invitations is made at their request. An inviting party may be:

1. A natural person residing in Poland:



Polish citizen;



a citizen of another EU Member State, EEA, Switzerland, or a citizen of UK - a Brexit beneficiary, or a member of their family, who has established residency or permanent residency on the territory of Poland;



a third-country national who holds a permanent residence permit or a long-term resident's EU residence permit;



a third-country national who has been legally and continuously residing in Poland for a period of at least 5 years.

2. A legal person or an organisational unit without legal personality having its registered office in Poland.

When the inviting party is a legal person, the application is submitted by a person authorised to incur civil-law liabilities as indicated in the National Court Register.



For whom may an invitation be obtained?

The invitee may be a third-country national and a stateless person, including a person not related to the inviting person or a minor.



In order to avoid the risk of incurring high costs, e.g. for the forced return of the foreigner, the invitation should only be requested for persons whom you know well and trust.



Validity period

An invitation may be issued for a period not exceeding 1 year at a time.



**1
year**



Procedure for issuing an invitation



1. Prepare to make an application

Review the invitation information on the MOS portal in the “Read the information” section and gather the necessary information and documents.



2. Complete and sign the application form

You will find the application form in the “Apply on-line” section. Print it out and, once completed, sign it.



3. Pay stamp duty



4. Submit the application with attachments to the voivode

You can submit the documents at the voivodeship office, send them by post or to an electronic delivery address.



You will need:

- documents confirming that you can act as an inviting party;
- documents confirming that you are able to cover the costs related to the foreigner's stay in Poland, including accommodation and board, as well as the costs of the return journey;
- the legal title to the place of residence (if the invited person will stay in the inviting party's apartment/house) or a document confirming the possibility of providing accommodation at another address;
- confirmation of payment of stamp duty.



5. Wait for a positive decision on the application

If the requirements are met, the voivode will enter the invitation in the register of invitations; if not, they will issue a refusal.



This is a simplified procedure – the voivode does not request any missing documents to be attached. They will consider the application on the basis of the provided documents and the information that can be ascertained.



6. Collecting the invitation and handing it to the invitee

Collect the invitation in person or grant a power of attorney to collect it and hand it over to the invited foreigner.



You can find more information about the invitation at:
mos.cudzoziemcy.gov.pl in the "Read the information" section.