



**TAQSIMA ĊENTRALI TAL-VIŻA  
CENTRAL VISA UNIT**

**GENERAL DATA PROTECTION REGULATION - FORM**

- i. The Data Protection Officer may be contacted by phone on Telephone (+356) 25904901 or email: [dataprotection.identita@gov.mt](mailto:dataprotection.identita@gov.mt)
- ii. All personal data shall be processed according to the General Data Protection Regulation (No 216/679) as well as any other applicable law or guidelines published from time to time
- iii. Unit: CENTRAL VISA UNIT

FORMS	PURPOSE OF PROCESSING	DATA RECIPIENT/S	RETENTION PERIOD	FORM/S SUBMITTED
Declaration of proof	This document is used by the host when inviting TCNs and is signed and stamped by a lawyer or Public notary and sent to the applicant for onward transmission to the Embassy/Consulate as a supporting document. All adult Maltese nationals or those residing in Malta (with the exception of those under international/subsidiary protection) are eligible to use this document. Regulation (EC) 810/2009.	N/A	5 Years	
Visa Application	This is the official Schengen Visa application form issued by the EU. This is used by any applicant all over the world when applying for a Schengen Visa. These forms may be submitted when applying for any type of visa, when applying at Central Visa Unit or any of our consultates and Embassies overseas. Regulation (EC) 810/2009.	Visa Application System: Local Police; Schengen police Schengen Visa In-formation system (SIS C-VIS). Local & foreign security agencies. Immigration appeals board. Local & Foreign consultates and ministries, NSO.	5 Years	
Fee Exemption Form	This is issued in cases where fee is waived. Instead of a receipt. This form is filled in and kept in file as a receipt of collection of passport.	N/A	5 Years	

