



FORM A

DECLARATION ON ESSENTIAL BUSINESS TRAVEL OF SHORT DURATION

(- This form needs to be completed and presented at the border -)

This declaration is to be completed by the business partner or employer in Iceland of the third-country national who requests to enter Iceland in business purpose of short duration from a third country to which travel restrictions apply. This declaration is to confirm that the travel is essential, and it cannot be postponed or performed abroad. The final decision to allow or deny entry into the country is made by border guards upon arrival.

(incl. inter alia: journalists, researchers and scientists, professional athletes and their staff for competitions, business trips and meetings)

It is **important** that foreigners who have not been issued a temporary work permit in Iceland may only work here if: i) the work of the person in question falls under the exemption for short-term employment, or ii) the work of the person in question is not considered to be within the domestic labour market, e.g. players of foreign sports associations and associated staff. For further details, see: <https://www.vinnumalastofnun.is/en/work-permits/work-permits/exemptions-of-work-permit-requirement-due-to-short-term-projects>

*Volunteer work **or** job seeking is **not** considered an essential reason for entering Iceland.

Employees name	
Address	
Date of Birth	Nationality
Passport No.	Passport validity
Arrival date	Arriving from (city, country)
Departure date	Departing to (city, country)

Host company	
Address	
Contact person	Occupation within the host company
Contact persons telephone number	Contact persons e-mail address



Please provide further details on the work/meeting/event – including date, place and time.

- See also the enclosed attachment.

Please explain why this work/meeting/event cannot be postponed or performed abroad.

I declare that to the best of my knowledge the information provided in this declaration is correct and complete.

Date and place

On behalf of the host company

(company stamp required)

*Exemption from travel restrictions does **not** grant exemption from screening and quarantine requirements – further information can be found on www.covid.is/en. If this form is not correctly completed when presented it can lead to refusal of entry at the border.*

Make sure you have all the necessary documents to be provided upon arrival

- A valid travel document (passport).
- A valid visa (if applicable).
- Declaration from the employer regarding transactions or the work of a foreign national in this country and which cannot be performed later or overseas (*see form A*).
- Documentation confirming in greater detail the reason for the travel, e.g. meeting or conference schedule, confirmation of sports event, research work or information on the importance of gathering news.

AND (if applicable)

- Electronic notification to the Directorate of Labour regarding the arrival of a foreign national to work in Iceland for a period of less than 90 days. <http://form.vinnumalastofnun.is/exemption/default.aspx>

The Directorate of Labour will issue a special confirmation to the effect that the notification has been received and that it fulfils conditions if so requested. Send enquiries to the e-mail address: atvinnuleyfi@vmst.is