

CHECKLIST FOR A VISA APPLICATION FOR THE PURPOSE OF A TOURISTIC TRIP

1	A completed and signed Schengen visa application form.	
2	<p>A passport or other travel document and your original Shenan Nameh together with an English translation.</p> <p>And a copy of:                      Your Shenan Nameh.                      The personal details page.                      Previously issued visas.                      Any previous passports.                      A copy of an identity document bearing your signature.</p> <p>Please note:</p> <ul style="list-style-type: none"> <li>• Your passport or travel document must be valid for at least 3 months from the date on which you leave the Schengen area.</li> <li>• Your passport or travel document must have at least 2 empty visa pages.</li> <li>• Your passport or travel document cannot have been issued more than 10 years ago.</li> </ul>	
Applying for a minor.	<p>If you are applying for a Schengen visa for a minor who will be travelling alone or with 1 parent, please submit the following documents:</p> <p>A copy of the minor's birth certificate together with an English translation.</p> <p>A copy of an identity document bearing the parents' signature (1 document for each parent).</p> <p>A declaration of consent from both parents, stating that the minor can travel.                      If relevant: a court judgement stating which parent has been allocated parental responsibility for the minor.                      If relevant: a declaration from the minor's school consenting to their absence.</p>	
3	<p>Evidence of legal residence in the country you are applying from, e.g. a passport, visa or residence permit and a copy. Residence permit should be valid for at least 3 months after departure from Schengen.</p> <p>Work permit (if applicable).</p>	
4	<p>A recent, not retouched passport photo that meets Dutch passport requirements (3.5 x 4 cm). This photo cannot have been taken more than 6 months ago. See: <a href="https://www.rijksoverheid.nl/documenten/brochures/2014/02/11/photomatrix-guidelines-2007">https://www.rijksoverheid.nl/documenten/brochures/2014/02/11/photomatrix-guidelines-2007</a></p>	
5	<p>Travel itinerary                      Note: make travel reservations which you can cancel.</p> <p>Travel reservations in your name, not a ticket.</p> <p>Hotel reservation(s) for the duration of your visit or hotel voucher (to all Schengen states of destination) and a copy.</p>	
6	A visa, residence permit or passport which gives entry to your final destination after our visit to Schengen.	
7	<p>Proof of health insurance, i.e. an official document from your insurer proving that:</p> <ul style="list-style-type: none"> <li>• The insurance policy has been taken out in your name.</li> <li>• Your insurance is valid throughout the Schengen area and for the duration of your visit.</li> <li>• At least €30,000 of medical costs are reimbursed.</li> <li>• Medical costs, including hospital care, emergency treatment and repatriation (including in the event of death) are covered.</li> </ul>	
8	Documents proving that you will return to your own country or country of permanent residence after your trip. For example:	

	<ul style="list-style-type: none"> <li>• A declaration from your employer, an employment contract or other information proving you are employed in your country of origin.</li> <li>• A document proving you are in education or training in your country of origin.</li> <li>• A document proving your children attend school in your country of origin.</li> <li>• A document proving you are a home owner or owner of real estate in your country of origin.</li> <li>• A document proving you are looking after a family member in your country of origin.</li> </ul>	
9	<p>Documents proving your visit is for tourist purposes. For example:</p> <ul style="list-style-type: none"> <li>• A hotel reservation for the duration of your visit if you are staying in a hotel.</li> <li>• Three recent bankstatements.</li> <li>• If you are employed: a declaration from your employer stating the period of your absence.</li> </ul>	

I have been informed :

That my passport will be kept during the process of my visa application.

That an application without the complete set of required documents as mentioned in the checklist above may result in a rejection of my visa application.