

## DOCUMENTS REQUIRED FOR VISA

In this article

**We will highlight about the Documents Are Required to Apply for a visa from most countries?**

You must prepare two sets of the following documents.

### 1. DOCUMENTS NEEDED

**A. Application form.** You must provide a filled-out and signed application form for your visa. You can usually download the form online via the embassy website, print it and fill it out. Please make sure to submit accurate and complete information. [\(Contact us for help?\)](#)

**B. Declaration of accuracy of information.** Submit a signed declaration of accuracy of information with the rest of your documents. [\(Contact us for help?\)](#)

**C. Your passport.** You must provide your passport which must be valid for additional three months after you leave the your desired country, contains two blank pages and was issued in the last ten years [\(subjected to each embassies\)](#).

**D. Identification photographs.** Two identity photographs in line with the embassies visa photo guidelines – the photo must not be older than 6 months. [\(Contact us for help?\)](#)

If you are not a Local citizen: Proof of residency your current country. Submit proof of residency in your current country such as your utility bill – make sure to provide the original document plus one copy. [\(Contact us for help?\)](#)

**E. Residence permit.** You must submit proof of a valid residence permit – make sure to submit an additional copy of the document.

**F. Travel health insurance.** Provide proof of purchased valid travel health insurance that covers you in the countries/Region and has a minimum of EUR 30,000 and medical coverage fees including medical emergencies. [\(Contact us for help?\)](#)

**G. Proof of accommodation.** Submit proof of accommodation during your stay in the country. You can submit proof of hotel reservation, rental agreement, and Airbnb, or if you're staying with someone an invitation letter. [\(Contact us for help?\)](#)

**H. Travel itinerary.** Please provide a travel itinerary for your entry and visit to the country and include proof of reserved flight ticket.

**I. Proof of sufficient financial means.** You must submit your recent bank statements from the last three months showing you have sufficient funds to cover your travel to your desired country. Your bank statements must show the name and address of the owner.

**J. Letter of invitation.** If you are visiting a family member or a friend please provide an invitation letter from your host stating their relationship with you and your reason for visiting. If they are sponsoring you they must also include that in the letter.

**J1. Documentation for minor applicants.** If minors are applying the following documents must also be included:

- Signed application form by both parents.
- Proof of custody if one parent has custody of the child.
- Original passports of the parents in addition to a copy.
- Children's birth certificate. You must submit your original birth certificate.
- Notarised travel consent letter if both parents/legal guardians cannot visit the embassy/visa centre.
- Additional documents depending on the employment status include:



**J2. If you are employed:**

- Your work contract.
- Letter from your employer.

**J3. If you are self-employed:**

- Business license.
- Recent bank statements.
- Income tax returns.

**J4. -If you are a student:**

Proof of your student status (i.e. Complete admission Letters and Tuition deposit Proof etc).

**J5. If you are retired:**

- Proof of pension

**J6. If someone else is sponsoring you:**

- Proof of relationship with your sponsor.
- A copy of their passport data page.
- Their recent bank statements.
- Proof of employment (if applicable).

*Please keep in mind that the embassy reserves the right to ask you for any additional documents not included in the checklist.*

**2. Do I Need to Authenticate My Documents?**

The embassies/consulates in your country require you to translate some of your documents (i.e. from English to German), such as civil status certificates and have them certified. Remember some basic rules of authentication such as (certification with an Apostille stamp or legalisation is not accepted by any of the German authorities in your home countries)

To authenticate your documents, you must bring them to the embassy or consulate before your visa interview, as the authentication process may take up to 12 weeks. Additionally, you must also pay an additional fee for authentication on the day of your visa interview— the amount of this fee depends on the embassy/consulate.