

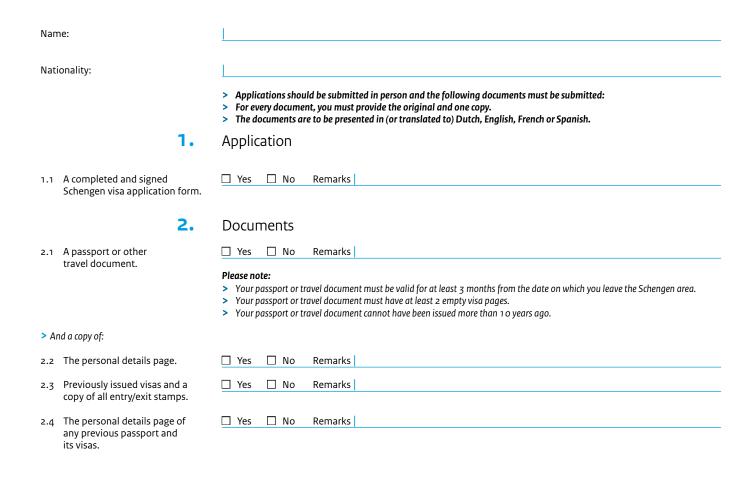
Ministry of Foreign Affairs

Checklist for a visa application

Business/sports/study/ cultural event

Please select your purpose of travel: Business Sports

Study Cultural event



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If you are applying for a Schengen visa for a minor who will be travelling alone or with only (only 1 parent) 1 parent, please submit the following documents:

🗌 Yes	🗌 No	Remarks
🗌 Yes	🗌 No	Remarks
🗌 Yes	🗌 No	Remarks
🗌 Yes	🗌 No	Remarks
🗌 Yes	🗌 No	Remarks

Evidence of legal residence

ence in plying from, residence sidence for at eparture	☐ Yes ☐ No Remarks									
able).	Yes No Remarks									
4.	Photo									
meets	Yes No Remarks									
ements. re been nths ago resemblance.	 See: https://www.rijksoverheid.nl/documenten/brochures/2014/02/11/photomatrix-guidelines-2007 									
5.	Proof of travel									
and from	> Note: make travel reservations which you can cancel									
name,	Yes No Remarks									
our visit a cultural	□ Yes □ No Remarks									
ou are	Yes No Remarks									
n the intend to s.	Yes No Remarks									
m your job, salary luration of	Yes No Remarks									
	> It must be clear from the above documents who is paying your travel expenses and where you will be staying during your visit.									

> If you are self-employed, please provide your tax number, business licence and a copy of your income tax return.

🗌 Yes 🗌 No 🛛 Remarks

> For example:

- A recent declaration from your employer, an employment contract or other information proving you are employed in your country of origin.
- A document proving you are in education or training in your country of origin.
- A document proving your children attend school in your country of origin.
- A document proving you have a home or other immovable property in your country of origin.
- A document proving you are a caregiver in your country of origin.

- 2.5 An extract of the minor's birth certificate.
- 2.6 An identity document bearing the parents' signature (1 document for each parent).
- 2.7 A declaration of consent from both parents, stating that the minor can travel.
- 2.8 If relevant: a court judgement stating which parent has been allocated parental responsibility for the minor.
- 2.9 If relevant: a declaration from the minor's school consenting to his/her absence.

3.

- 3.1 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.
- 3.2 Work permit (if applicable).
- 4.1 A passport photo that meets Dutch passport requirements. This photo cannot have been taken more than 6 months ago and must bear a clear resemblanc
- 5.1 Travel itinerary (travel reservation to and from Schengen area in your name, not a ticket)
- 5.2 Documents proving your visit relates to business or a cultural or sporting event.
- 5.3 A hotel reservation if you are staying in a hotel.
- 5.4 A recent invitation from the company or event you intend to visit in the Netherlands.
- 5.5 A recent document from your employer stating your job, salary and the purpose and duration of your visit
- 5.6 Documents proving that you will return to your own country after your trip.

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Checklist for a visa application for tourist Ministry of Foreign Affairs

6. Proof of health insurance

> An official document from your insurer proving that:

Remarks

6.1 The insurance policy has been taken out in your name.

			•	-			
🗌 Yes	🗌 No	Remarks					
🗌 Yes	🗌 No	Remarks					

- 6.2 Your insurance is valid throughout the Schengen area and for the duration of your visit.
- 6.3 At least €30,000 of medical costs are reimbursed, including hospital care, emergency treatment and repatriation (including in the event of death).

🗌 Yes 🗌 No Remarks

> If your insurer will not provide an official document of this nature, you should take out travel insurance with appropriate medical cover for this trip with one that does.

Visa

🗌 Yes

7.

A visa, residence permit or
passport which gives entry to
your final destination after your
visit to the Schengen area.

8. Payment

8.1 Payment of the visa fee at the moment of application.

🗌 Yes 🗌 No Remarks

🗌 No

Please be aware of the following:

- You will not have your passport in your possession during the process of the visa application.
- · An application without the complete set of documents according to the above mentioned checklist may result in a rejection of your visa application.
- Additional supporting documents may be requested from the competent authorities.
- In case of refusal, visa fees are not refundable.

Checklist