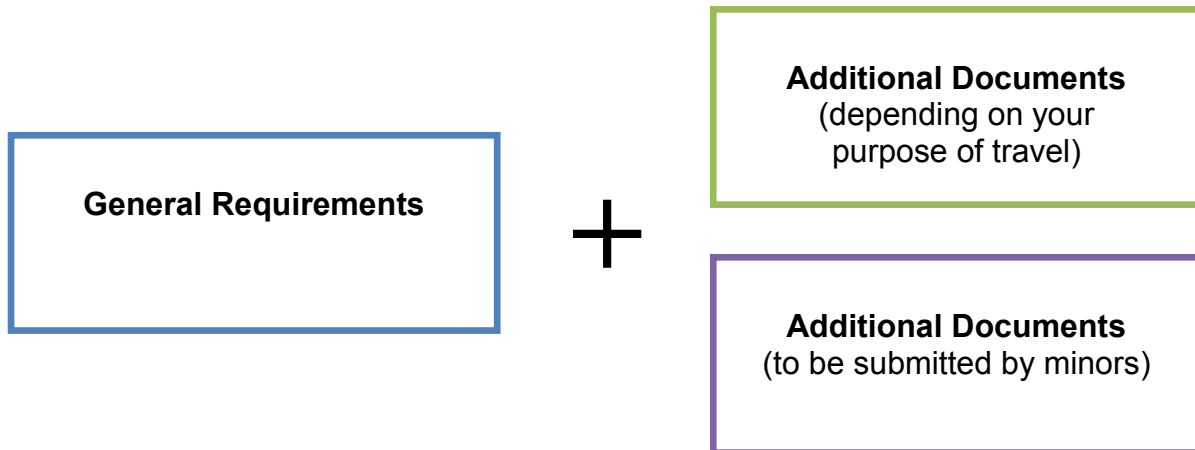


SCHENGEN VISA

Which documents you need to submit depends on your travel purpose. Please always submit the General Requirements (in the blue box). In addition, submit the documents required for your purpose (green box). Minors must submit additional documents (violette box).



Please include a copy of all original documents submitted with the application.

Please note:

The Embassy can request more documents than those submitted by the applicant.

The applicant is advised that submitting the required documents does not guarantee automatic issuance of the Schengen visa.

All documents submitted in Estonian, Italian, Portuguese or any other language have to be translated into German or English by an officially recognized translator.

Please be informed that knowingly providing false information during the visa process will result in your visa being denied.

General Requirements

- fully completed application form
- one recent passport size photograph
 - with light coloured background
 - do not attach to the application form
- valid passport
 - issued within the last 10 years and
 - valid for at least 3 months after return from the Schengen area
 - with at least two empty pages
- one copy of the passport's bio-data page
- flight Itinerary
 - indicating the travel reservation from transport company or travel agent;
 - itineraries must clearly indicate name and date of travel out of and return to the country of origin
- recent bank statement
 - indicating applicants name and address
 - showing transactions for at least the last three months from the date of application
- health insurance
 - with Schengen-wide coverage for medical, emergency and repatriation expenses
 - minimum coverage has to be at least 30,000.00 EUR
 - the insurance has to have a representative office in one of the Schengen states
 - upfront coverage is required with minimal deductible
- fee for a Schengen visa
 - **The fee of 60.00 EUR has to be paid in cash and in TTD only according to the exchange rate of the Embassy.**
 - For children between the age of 6 and 12 years the fee for a Schengen visa is 35.00 EUR. Visa fees are non-refundable.
 - Children under the age of 6 years are exempt of Schengen visa fee.
 - The visa fee is also waived for applicants married to an EU national or parents of minors with EU nationality while exercising their right to free movement. Please include the original marriage or birth certificate as well as a certified copy of the spouse's or child's EU passport.
- proof of work permit and/or resident permit (*non-nationals only*)
 - that is valid for at least three months after the intended date of departure from the Schengen territory
- letter of employment (*employed applicants only*)
 - a recent (maximum of two weeks prior to appointment date) signed letter of employment on employers' letterhead
 - indicating as a minimum, job title, salary, period of employment, employment status and approved period of leave/vacation
- recent certificate of business registration (*self-employed applicants only*)
 - as well as official and signed letter from an accountant, bank manager, solicitor, or local Chamber of Commerce confirming self-employment status and/or business ownership.
- original marriage certificate as well as original ID/Passport of spouse (*married applicants only*)

Tourism

- Hotel booking for the whole duration of the intended stay; or
- Deeds of property in the territory of the Member State of destination

Visiting family/friends

- signed invitation letter, ID/Passport of host
- declaration of obligation (Verpflichtungserklärung) (*if requested*)

Business trip

- Hotel booking for the whole duration of the intended stay
- Invitation letter from the company in the Schengen area
 - stating who is invited, for how long and for what purpose.
 - If the trip is company-financed, confirmation from the management of the company stating that all costs related to the business trip will be covered.

Study trip

- Letter from the educational establishment in the Schengen area stating confirming enrolment;
- Student card or copy of the matriculation at the university
- Proof of solvency
 - for example: sponsor letter and bank statements of parents

Cultural/sport event

- Invitation letter from the organisers of a cultural/sports event
 - stating who is invited, for how long and what purpose
 - If the trip is financed by the organiser, confirmation from the organiser stating that all costs related to the trip will be covered.

Additional documents to be submitted by minors:

- Minors (under 18 years of age) must be accompanied by at least one parent when the visa application is made;
- Minor's official birth certificate and one copy;
- Parents' passports and one copy of their passport's bio-data page;
- If the minor is travelling accompanied by only one parent or legal guardian, notarised written consent and a copy of the passport bio-data page of the other parent/guardian must be provided;
- If the minor is travelling accompanied by persons other than parent(s) or legal guardian(s), written consent of the legal guardian (s) for the planned journey with a certified signature and parents' passports and copy of the parents' passport bio-data page;
- In cases where the whereabouts of one parent is not known (e.g. the parent is missing) a notarised affidavit of the parent applying on behalf of the minor(s) should be presented stating that he/she is the only known parent.