

Supporting documents required

The supporting documents to be provided are as follows:

**Pre-requisites**

- A travel document, issued less than 10 years ago, containing at least two blank pages, with a period of validity at least 3 months longer than the date on which you intend to leave the Schengen Area or, in the case of a long stay, at least three months longer than the expiry date of the visa requested. Be sure to transmit (scan) ALL PAGES of your travel document containing visas, entry and exit stamps or any other inscription.
- ID photograph.
- If you are not a national of your country of residence: proof that you are legally resident in that country (e.g. residence permit).
- If you have an official travel document, a note verbale is required.

**Purpose of travel/stay**

- If the trip is a package tour, attach detailed itinerary.
- Reservation of a return ticket or travel itinerary.

**Socio-professional situation**

- Proof of socio-professional status (e.g. employment contract, certificate of employment, extract from the trade and companies' register, school attendance certificate, proof of pension) and any documents demonstrating the applicant's personal links to the country of residence (e.g. copy of marriage certificate, family record book).

**Funds**

- Supporting documents of personal income:
- copy of bank statements of the last 3 months
- copy of income Tax Department Return + ITR V acknowledgment of the previous 2 financial years.
- For employees: 3 last salary slips.
- For person owning a company : certificate of registration of the company (Form B, rule 5(1) or Form ST3, rule 11).
- If applicable, supporting documents of sponsoring and of personal income of the sponsor.

**Accommodation**

- Reservation of a hotel or a tenancy agreement or certificate of ownership. If staying with a private individual: proof of accommodation (Cerfa form).

**Travel health insurance**

- Copy of travel medical insurance policy of not less than 30,000 Euros. The policy must cover medical and hospitalisation expenses for the entire period of valid stay on Schengen territory as well as repatriation costs.

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