

Checklist for Schengen Visa (Tourism Purpose)

Documents For Visa Purpose: -

1. Appointment Letter* (Provide by us)
2. Application Form* (Provide by us)
3. Original Passport
4. Photograph
5. Checklist* (Provide by us)
6. Covering Letter* (Provide by us)
7. Itinerary Letter* (Provide by us)
8. Flight and Hotel* (Provided by us at additional charges)
9. Travel Insurance (Provided by us at additional charges)

10. Personal Bank Statements of last 6 months with bank stamp & Signature (**Bal. 4-5 Pax**)
11. Personal ITR of last 3 year
12. Any FD, Investment, other asset (Optional)

If Salaried Person: -

- ❖ NOC Letter from Employer
- ❖ Payslips Last 6 months
- ❖ Current Employment Letter or Offer Letter
- ❖ Visiting ID Card or Employee ID card

If Homemaker: -

- ❖ Financial Sponsor Letter from Spouse
- ❖ Spouse Passport copy and Marriage Certificate
- ❖ Spouse Current Employment Letter or Offer Letter
- ❖ Payslips Last 6 months
- ❖ Spouse Any FD, Investment, other assets (Optional)

If Student: -

- ❖ NOC Letter from School
- ❖ Student ID Card Copy
- ❖ Birth Certificate

- ❖ Aadhar Card and Pan Card
- ❖ Current Address Proof if different passport (Rent Agreement, Electric Bill, House Tax Bill)
- ❖ Any Old Schengen visa Copy and other Valid or Expired Sticker Visa Copy
- ❖ Passport Front and Back Page

Schengen Visa Photo Requirements

- **Two identical photos.** Not older than six months.
- **Photo size:** 35x45mm.
- **The head should** take 70-80% of the photo with white Background is suggested.
- **The applicant** should be looking straight at the camera.
- **Neutral facial expression.** No smile and mouth close and **avoid uniforms or colours** matching the background.