



**Important notice:** Please note that from 6th of February 2012 personal appearance is mandatory as the biometric data capture process will be implemented.

## List of the required documents

**Here is the list of required documents according to your situation.**

Visa type      Short stay  
Travel purpose      Tourist visit  
Date of birth      1975-08-28  
Nationality      India  
Occupation      Employed

1. ☐ Two identical ID photos less than 3 months old and meeting set standards – one of which must be attached to the application form  
Size 3.5 cm x 4.5 cm, with white background, taken within 3 months.
2. ☐ Short stay visa application form duly completed and signed by the applicant (or the legal guardian for children) **in both places provided (fields 36 and 37 AND in the signature box at the bottom of the third page)**, original  
[Download](#).
3. ☐ Passport, original  
A full national private passport or official travel document valid for at least more than 3 months beyond the validity of the requested visa, with two blank visa pages with the mention "visa" to affix the visa sticker. Should be issued less than 10 years ago.  
☐ Passport, copy  
2 Copies of the passport containing personal identity information including one copy containing the validity extension information, note on remarks page and all the pages which contains Schengen visas.
4. ☐ Old passports, original  
If you are in possession of one or more previous passports, it is mandatory to bring it.  
☐ Old passports, copy  
Copies of the passport containing personal information, and all the pages which contains Schengen visas.
5. ☐ British Residence permit, original  
Your British Residence permit (stamped in passport or in the form of an identity card) must also exceed by more than 3 months the validity of the requested visa.  
☐ British Residence permit, copy
6. ☐ Itinerary covering the whole stay in France and Schengen space, stating the dates and place of stay  
[Download](#)
7. ☐ Working certificate, original  
A less than 3 months old official up-to-date letter from your employer stating the position held within the company as well as the starting date.  
☐ Working certificate, copy
8. ☐ Last three months payslips, original  
☐ Last three months payslips, copy
9. ☐ Proof of financial means of support, original  
Recent statement of your UK current account or traveller's cheques. As a guideline, a minimum of €56,20 - i.e. £55 - per day spent in Schengen area per person is required.  
☐ Proof of financial means of support, copy
10. ☐ Hotel booking, copy  
A reservation confirmation issued directly by the hotel clearly stating your full names, the dates of check-in and out, the hotel address and contact details. Hotel booking should cover the whole period of your stay.
11. ☐ Proof of travel, original

A confirmed return ticket to France (plane, ferry, bus, etc.) or booking fully paid from your travel agent

☐ Proof of travel, copy

12. ☐ Insurance, original

1. The travel insurance should be:

- Valid for Schengen area if you apply for short stay visa
  - Valid for France if it's required in the document list and you apply for long stay visa
  - Valid for DROM/CTOM according to your itinerary
2. The insurance must cover medical fees and repatriation costs of a minimum 30,000 euros
3. The insurance coverage should cover the whole period of your stay. [More information](#).

☐ Insurance, copy

**Click "Next" to register using this information.**

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