

BUSINESS VISA/ ARRANGEMENT OF DOCUMENTS TO BE PRESENTED (All photocopies should be A4 size)

1. Original passport & previous passports **IF LOST**: police report & translation
2. Visa application Form, signed, if applicant below 18: by both parents
3. 2 Biometric Photos with white background **not** older than 3 months
4. Signed (wherever applicable) Health Insurance (photocopy) for Schengen countries
5. Health insurance declaration form
6. Invitation letter / Hotel booking / Exhibition entry ticket/ Exhibitor pass/ Stall booking with receipt of payment
7. In case of exhibition: hotel booking
8. Covering letter / letter from your company
9. Letter from Chamber of Commerce (if applicable)
10. Passport copy page 1 and 2
11. Copy of all refusals from other Embassies
12. ID card copy
13. List of children
14. Security questionnaire
15. Appointment email
16. Copy of all previous Schengen, US, UK, Canada visas
17. Personal bank Statements of the past 6 months
18. Company bank statement of the past 6 months
19. Tax returns
20. Bill of lading of the last few shipments to Germany/Europe/etc
21. Any other good proof of business relations