

Belgium Checklist for Return Visa Replacing Residence Cards A, B, C, D, F or H

It is essential that your file contains the following:

- The original documents (the originals will be returned to you).
- In case of lost or stolen card please cancel immediately through DOCSTOP: www.docstop.be
- Please answer the those two questions:
 - Is your card still valid?(Yes/No)
 - When was the last time you left Belgium?(less than 1 year ago/more than 1 year ago)

Documents to be provided by all visa applicants	Yes	No
<input type="checkbox"/> Short stay Application Form <u>C Visa Application form</u> correctly completed in English, picture and signature included.		
<input type="checkbox"/> Two Recent Biometric Size Photograph (35mm*45mm) not older than three months with a light background (not stapled)		
<input type="checkbox"/> Original Passport valid for at least 1 year, 1 copy of the relevant passport pages (data page and, if applicable, pages containing previous visas). The passport must contain at least two blank pages and must be issued within the previous 10 years		
<input type="checkbox"/> Passport copies of used pages including visas and Entry/Exit stamps		
<input type="checkbox"/> Photocopy of the card to be replaced		
<input type="checkbox"/> Proof of last exit from Belgium (ticket)		
<input type="checkbox"/> Declaration of lost or theft from the police station translated and stamped by the ministry of foreign affairs		
<input type="checkbox"/> Any additional documents that you feel are necessary for your visa application		

Note:

Legalization of the documents can be submitted at Belgium Embassy in Riyadh on every Monday between 13:00 – 15:00 hrs. and the legalized documents can be collected on the following Thursday between 13:00 – 14:00 hrs.

Applicant's Signature: _____ **Date:** _____ **VFS Officer's Signature:** _____

Attention:

The Embassy of Belgium has the right to ask for any other additional document it considers necessary and may call the applicant for an interview. In all cases, the visa fee is non-refundable.