

Schengen Visa (Visa C) Requirements

Applications can be submitted max. 6 months, MUST be submitted at least 15 days before travel date at the Austrian Embassy, if Austria is the main travel destination!

1. **Valid Passport**, valid for a period of **at least three (3) months after** the applicant's **last day** of stay in the Schengen states, a minimum of **two (2) blank pages**. **Copies of data page and any previous Schengen visas**.
2. **Application form** completed and signed.
3. One recent **photograph** in colour according to ICAO (www.passbildkriterien.at)
4. Copy of **flight reservation for each applicant** (Not a prepaid ticket!)
5. Copy of **detailed itinerary** (for each applicant)/**Proof of important family event** (Please **note**: If you are travelling to another Schengen member state for business, conference or family reasons and you also plan to travel to Austria where your longest stay might be, the country you are travelling to for business, conference or family reasons is still the **main destination**. The visa must therefore be applied for at the diplomatic representation of that country.
6. **Proof of Travel Insurance**: Visa Letter and copy of insurance policy, which must confirm that **Cov-19-related illnesses will be covered** and that it **meets the EU-regulations**. The insurance can only be accepted if the **insurer is either based (registered) in South Africa or in the European Union**. Minimum cover shall be € 30,000.00
7. **Proof of accommodation**:
 - Confirmed **hotel reservation** or **tour vouchers** (copy of the vouchers and originals). Please ensure that all **applicants names, address of hotel** and **check in and out dates** are clearly stated.
 - In case of **prepaid tour**, details of the tour with **proof of payment** should be submitted.
 - **If visiting and staying with friends or family in Austria (without financial sponsorship)**: **Invitation letter** from the host, the letter must clearly identify the host and the invitee (name, address, ID number), the purpose of the visit, length and place of stay. A copy of the **host's passport** and **"Meldezettel"** or **"Unterkunftsbestätigung"** (proof of residence) **must be attached to the invitation letter**. **NOTE: Non-Austrians** must provide additional **proof of valid Austrian residence permit (copy)**.
 - **If visiting and staying with friends or family in Austria (with financial sponsorship)**: If your visit is supported and paid for by a sponsor residing in Austria, an **electronic affidavit ("elektronische Verpflichtungserklärung" – EVE)** which can be obtained by the host from the nearest aliens police ("Fremdenpolizei") in Austria is required.
8. **For business**: If the applicant has to pay for the costs of his/her stay in Austria, the **inviting company in Austria** should provide an invitation letter, which should include clear identification of both, the entity issuing it and the invited applicant; nature, duration and venue of the event; applicant's role in the event and the link between the host and the invited applicant. If the Austrian company is paying for the trip, an **electronic affidavit ("elektronische Verpflichtungserklärung" – EVE)** is required. If the South African company pays for the trip, then a company confirmation letter must be submitted the relevant funds must be proven.
9. **Proof of employment**: Employment letter stating **start of employment relationship, monthly salary, continuing employment** after period of leave and **duration of vacation**.
Self-employed - **CIPRO** document, company registration or SA Revenue Service document
Medical doctors – **HPCSA** registration document
For pensioners - **proof of income**
For students/scholars - **university/school letter**

10. Children under 18 (in addition):

- Copy and original full / unabridged birth certificate.
- Original certified copies of passports of both parents.
- If the minor travels alone: original certified parental consent by both parents.
- If the minor travels with only one parent, the other parent must produce the certified consent. If only one parent has guardianship of the minor, the relevant court documents in original and copy with an Apostille need to be submitted.
- Both parents need to sign the application form. Minors between the age of 14 – 17 years need to co-sign their application form.

11. Proof of financial means:

- Most recent three (3) months bank statements of the current account, showing monthly income and a positive balance. Savings, investment or credit-card account statements can be submitted in addition, Once-off-transfers will **NOT** be accepted!
- If your visit is supported and paid for by a sponsor residing in Austria, an **electronic affidavit** (“**elektronische Verpflichtungserklärung**”), which can be obtained by the host from the nearest aliens police (“Fremdenpolizei”) in Austria is required.
- **Young applicants (over 18) with no own income (financially supported by parents):**
Copy and original full / unabridged birth certificate, three (3) months of most recent bank statements and copy of ID of supporting parent, original affidavit of the supporting parent, certified by a Commissioner of Oath.

Spouses, if travelling together and being financially supported by the main applicant: Three (3) months most recent bank statements of sponsoring spouse, copy of marriage certificate (original to be presented); If travelling alone and financially supported by the other spouse: Three (3) months most recent bank statements and copy of ID of sponsoring spouse, copy of marriage certificate and original affidavit of the supporting spouse, certified by a Commissioner of Oath.
- **Unmarried partners:** Three (3) months most recent bank statements and copy of ID of sponsoring partner and original affidavit of the supporting partner, certified by a Commissioner of Oath.

Group applications:

Each participant must book his/her appointment individually.

Participants in cultural, scientific or sport events:

- Invitation letter of Austrian organiser specifying the event and proof of registration.

Visas are issued free of charge for:

- Children under age 6
- School pupils, students, post graduate students and accompanying teachers who undertake **trips** for the **purpose of study or educational training**
- **Researchers** from third countries travelling within the Community for the purpose of carrying out **scientific research**
- **Spouses of EU/EEA citizens** (EEA: Norway, Iceland, Lichtenstein) and their children, under the age 21 – under certain circumstances (please verify with the relevant consular authority). **Original of spouses' EU/EEA passport, Full Marriage/Full Birth certificates and copies of flight reservation of all** etc. must be submitted.

Please note that the Embassy may, if necessary, request further documents not listed here at any time.