



VISA TO CONCLUDE A MARRIAGE

Please submit a complete file **at least 4 weeks and maximum 6 month before the departure date.**

- **DOCUMENTS TO SUBMIT:** the originals + 2 copies of every original document (passport included) arranged following the order listed below

Documents issued by foreign authorities must be legalized by the Belgian Embassy / Belgian Consulate **BEFORE the submission of the file** : legalization procedure is detailed on

<https://cotedivoire.diplomatie.belgium.be/fr/legalisation-de-documents>.

Please note that legalization processing time is at least 15 days.

A. Marrying a sedentary Belgian or a third-country national residing in Belgium

N°	Documents to Submit
1	<ul style="list-style-type: none"> • <u>One visa application forms duly completed and signed (to be completed online and printed)</u> https://visaonweb.diplomatie.be/ • <u>One recent color passport photos on a white background</u>
2	A PASSEPORT: valid for at least 3 months after the end of your stay AND WITH AT LEAST 2 EMPTY PAGES
3	Photocopy of both sides of the guarantor's national identity card or residence permit.
4	Proof that the applicant has sufficient financial means to cover the stay: <ul style="list-style-type: none"> - either your own financial means (e.g. hotel reservation, cheques and credit cards accepted in Belgium, work contract, bank statements, proof of registration in the trade register and/or professional activity) ; - or a guarantor form (annex 3bis, to be obtained from the guarantor's commune + copy of the guarantor's identity card + 3 last salary slips or any other official proof of income + proof of the guarantor's family situation)
5	a certified full copy of the birth certificate, or proof that he or she is over 21 years of age, if the person being joined is a third-country national, or proof that he or she is over 18 years of age, if the person being joined is Belgian
6	a copy of the marriage declaration drawn up by the civil registrar within the 6 months preceding the visa application
7	a chronological history of the relationship
8	Adequate and valid travel health insurance covering the possible costs of repatriation for medical reasons, emergency medical care and/or emergency hospital care or death during your stay(s) on SCHENGEN territory. The minimum cover must be EUR 30,000;
9	A medical certificate
10	a legalized certificate attesting to the absence of convictions for ordinary crimes or offences.

11	Proof that the person being joined meets the following conditions - be over 21 years of age, if they are a third-country national ; - be over 18 years of age, if they are Belgian; ; - have sufficient accommodation ; - have stable, regular and sufficient means of subsistence; - be affiliated to a mutual insurance company.
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B. Marrying an EU citizen

A third-country national travelling to marry a Union citizen must apply for a visa on the basis of Directive 2004/38/CR (see Chapter 1). Union citizens are nationals of the Member States of the European Union and of the European Economic Area (Iceland, Norway, Liechtenstein), as well as Swiss nationals and non-sedentary Belgians residing in the European Union or the European Economic Area.

NB : The applicant must demonstrate that he/she is the de facto partner of the Union citizen he/she is accompanying or joining in Belgium.

This checklist comprises all documents that are part of my visa-application. I understand that the Embassy will decide on my visa-application based on these documents only. I also understand that in exceptional cases additional documents may be requested by the Embassy, even documents that do not feature on this list at all.

- Applicants could also be invited for an interview.

Name /Signature

Date

VFS agent

Important:

1. Visa fee has to be paid when your file is submitted and is non-refundable even when you cancel your trip or when the visa is refused. Visa fee is equivalent in FCFA to 80 euros (for adults and children above 12 years old) or 40 euros (for children between 6 and 12 years old). The number of entries asked do not influence the prize. If the visa application has to be done via a Visa application center, additional service fees will be applicable.
2. A decision is taken within 15 days to 45 days and can be extended exceptionally to 60 days. Purpose of travel and duration cannot be changed after submission of the documents unless you make a new application.
3. A short stay visa allows a maximum stay in the Schengen area of 90 days within 6 months. Multiple entries will be given only if the necessity of such a visa has been demonstrated in the application file.



