



## List of Documents

### FAMILY REUNION

#### (ART. 40ter – WITH A BELGIAN NATIONAL)

Foreigners of third countries who want to reunite with a Belgian citizen

- Applicants, who cannot enclose all documents from the list, should consider adding alternatives or explain the reasons for not providing them
- During the examination of the application, the Consulate may request additional documents which are not mentioned in below list.
- Any documents submitted in languages other than English, French, Dutch or German will not be considered
- The documents drawn up abroad in a language other than English, Dutch, French or German are to be translated in accordance with the original by a sworn translator.
- The document along with its translation must be [legalized](#) in line with the procedure laid down in the country of origin, and then by the competent Belgian consulate or Embassy.
- Documents issued by local authorities of the UAE must be legalized by Ministry Foreign Affairs of the UAE and afterwards by the Belgian Consulate. Translations by our [recognized translators](#) can be legalized by the Belgian Consulate directly. Documents should not be older than six months.
- In principle, the processing time varies between 1-3weeks. If the visa application has to be submitted to the Home office in Brussels for decision, then the processing time will be approximately between 1-6 months.
- if the application is submitted to the Home office in Brussels, the Embassy does not interfere to expedite the process
- Applicant will be notified once the file is forwarded to the Home office in Brussels.
- No additional documents could be submitted to VFS or the Embassy if the Embassy has not requested them.
- An incomplete file will lead to a visa refusal
- A complete file does not guarantee automatic issuance of a visa.
- Visa fee is non-refundable
- Further information can be found [here](#)

**It is essential that your file contain the following:**

- The original documents, plus two (2) photocopies of each documents.
- The originals will be returned along with the passport.

*“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.”*

#### Remarks:

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Applicant’s Signature: - \_\_\_\_\_

VFS Officer’s Signature: - \_\_\_\_\_



### ➤ **Application form**

- Three application forms (Original+2 copies) fully filled in, signed on both pages and dated by the applicant. [VisaOnWeb](#)
- For children under 18 years, the application form should be signed by a person with parental authority or by a legal guardian.
- The current UAE address, local contact number and email address should be provided. (all communication is via email)

### ➤ **Photo**

- Three passport photos not older than 6 months with the following [specifications](#)

### ➤ **Original passport**

- A passport whose duration of validity is more than 12 months
- Copy of UAE residence permit
- A copy of all pages (excluding the blank pages)
- The passport must have been issued within the last 10 years, in a good shape and have at least **2 empty pages**.
- **The passport must contain the signature of the passport holder. (mandatory)**
- Copies of previous Schengen visas (from the past 3 years only). Copies of entry and exit stamps to Schengen zone must be provided
- Copies of other respective countries' visas could be provided (UK, USA, Canada, Japan, Australia,...).

### ➤ **Language preference form**

- The applicant has the opportunity to choose one of the Belgian three national languages in which the application will be treated.
- If you choose to complete the application in English, please choose "no preference".  
[Language preference form](#)

### ➤ **Contribution fees**

- The applicant has to provide the proof of payment of the administrative fee at the submission of his/her visa application. If this is not the case, the visa application is not admissible. For details please visit this [guide](#).

### ➤ **Proof of relationship**

- Copy of the ID Card/residence permit AND passport of the person to be joined in Belgium

#### **Spouse**

- The original marriage certificate along with its translation (If necessary) in the notarized and legalized form.
- A birth certificate mentioning the name of both parents along with its translation (If necessary) in the notarized and legalized form.
- In case of divorce or widowhood: a notarized and legalized certificate of divorce/death of spouse.

#### **Children under 18**

- A birth certificate mentioning the name of both parents along with its translation (If necessary) in the notarized and legalized form.
- In case the parents are divorced: a true certified, notarized and legalized, copy of the divorce decision mentioning to whom of the parents the full guardianship was entrusted, together with a notarized and legalized authorization from the parent, stating that the child can permanently leave with a copy of the parent ID;
- If travelling alone or without one of the parents : a legalized parental authorization with a copy of the parent(s) ID;
- In case the child was adopted: a notarized and legalized adoption certificate;
- In case a parent was deceased: a notarized and legalized death certificate of the deceased parent.

#### **Children aged 18 years and over**

- A notarized and legalized birth certificate mentioning the name of both parents.



### **Children aged 21 years and over**

- A notarized and legalized birth certificate mentioning the name of both parents.
- Proof that the child is dependent on the person in Belgium.

#### ➤ **Sufficient accommodation**

- Proof that the party being joined has [sufficient accommodation](#): This evidence can be done either, by a copy of the property's title assigned to his principal residence housing, or by a copy of a registered lease contract concerning housing assigned to his principal residence.

#### ➤ **Solvency of the person to be joined**

- Proof that the person being joined has stable, regular and [sufficient means of subsistence](#) during the last 12 months to meet his own needs and those of the members of his family and avoid them becoming a burden on the public authorities.

#### ➤ **Mutual Insurance Company**

- Proof that the person to be joined is affiliated to a Mutual Health Insurance Company (Mutualiteit / Mutualité) covering the risks for himself/herself