



Checklist for Schengen visa - Trade Fair

Before submitting your application at your local Visa Application Centre or German Mission, please prepare the following documentation:

<input type="checkbox"/>	Family register with legalization
<input type="checkbox"/>	Valid passport (issued within the last 10 years and with at least 3 months validity after the scheduled return; at least one empty page)
<input type="checkbox"/>	Application form duly filled and signed
<input type="checkbox"/>	Questionnaire for use under section 54(6) of the residence Act duly filled and signed.
<input type="checkbox"/>	1 copy of your passport's data pages (A4 size copy) and the page of data translation
<input type="checkbox"/>	1 passport picture according to biometric specifications, not older than 6 months
<input type="checkbox"/>	Exhibitor's pass / visitor's pass
<input type="checkbox"/>	Proof of accomodation for your entire stay in the Schengen area
<input type="checkbox"/>	Letter from employer , in case of self-employment, company license.
<input type="checkbox"/>	Proof of financial status: If employed : Payslips of the past three months / employment contract If self-employed : Company license or other proof of ownership (proof of land title, proof of income from agriculture (sales form) etc.) Personal bank statement of the past three months with sufficient funds
<input type="checkbox"/>	Travel health insurance according to Schengen regulations

All documents need to be presented in the given order in original. Should you wish to keep any original, kindly provide a copy (A4 size). Please DO NOT staple any documents.

Please note that the German Embassy reserves the right to ask for additional documents or personal appearance for an interview in special cases. Submission of the above-mentioned documents does not guarantee that a visa is granted. Submission of incomplete documentation or refusal to appear for a special visa interview may result in the rejection of your application.

تقديم الوثائق المذكورة أعلاه لا يضمن أن يتم منح التأشيرة. تقديم وثائق غير مكتملة أو رفض الظهور لإجراء مقابلة التأشيرة الخاصة قد يؤدي إلى رفض طلبك.

<input type="checkbox"/>	<p>I have been informed about missing documentation and have also read the above instructions but would still request VFS to process my visa application.</p> <p>لقد تم إبلاغي بأن وثاقي غير مكتملة وقرأت الارشادات المذكورة اعلاه ولاكن ارجب من شركة في اف اس ب قبول اجراء تقديم التأشيرة.</p> <p>_____</p> <p>(Applicant's Signatute)</p>
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(Applicant's Signatute)

(Date)