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BUSINESS VISA (SCHENGEN VISA)

Only by appointments booked online at <https://visa.vfsglobal.com/pse/en/deu>

Application documents

Please print out this information sheet and bring it to your visa appointment. Please **sort** your application documents in the following order and tick the box on the left to certify that you are submitting the document. Documents have to be submitted as original plus one copy, Arabic documents have to be submitted together with a German or English translation. Documents without translation cannot be considered for your application.

The fee for all types of visas is 90 Euro (has to be paid in Israeli Shekel in cash when submitting the visa application)

Required documents		Check
1	<p>1 application form for a Schengen-Visa</p> <p>Please use the online app https://videx.diplo.de/videx/visum-erfassung/videx-kurzfristiger-aufenthalt</p> <p>Please print the form together with the bar code, sign it and bring it with you together with the other documents to your visit at the office of VFS Global. Please use the Videx assistant if you need support while filling in the form.</p>	
2	<p>2 biometric passport pictures</p> <p>2 identical photos, light background, not older than 3 months (see example)</p>	
3	<p>Passport</p> <p>Valid, signed (validity has to exceed the duration of the visa you are applying for by at least 3 months, especially if you apply for a longer-term visa), issued within the last 10 years, at least 2 empty pages</p> <p>ID Card</p> <p>old passports if they contain visas</p>	

4	Documents confirming travel purpose: <ul style="list-style-type: none"> • Signed invitation letter from your partner company in Germany with full address, type of business relationship, travel purpose, duration of business trip(s) and if applicable, confirmation that travel and accommodation expenses will be covered, <u>OR</u> <ul style="list-style-type: none"> • ticket for the business fair <u>AND</u> <ul style="list-style-type: none"> • Proof of accommodation, e.g. hotel booking or similar, and flight reservation (no booking necessary) 	Check
5	Documents regarding bonds to the Palestinian territories: <ul style="list-style-type: none"> • Documents regarding occupation <ul style="list-style-type: none"> - Employees: Original, recent and signed employer's letter, confirming duration of employment, position of the applicant, amount of income, business relationship with German company, travel purpose, duration of business trip(s), as well as Confirmation of the Chamber of Commerce about the company. - Self-employed: Confirmation of Chamber of Commerce, proof of economic activity of the company (e.g. tax certificate, bank account statements of the company or similar) 	
6	Documents confirming sufficient funds are available for the trip: <ul style="list-style-type: none"> • Current stamped bank statement of private bank account of the last four months (with sufficient means) <u>OR</u> <ul style="list-style-type: none"> • For self-employed travelers: Company documents and private bank account statements (at least of the last four months, stamped by the bank) <u>OR</u> <ul style="list-style-type: none"> • formal obligation from a sponsor in Germany to cover all cost according to §§ 66-68 German Residence Act („Verpflichtungserklärung“), not older than six months 	
7	Sufficient travel health insurance with cover of at least €30,000, to cover any expenses which might arise in connection with repatriation for medical reasons, urgent medical attention and/or emergency hospital treatment or death, during the stay(s) on the territory of the member states and valid for all Schengen member states.	

Accompanying persons have to provide all documents required for a Schengen Visa for tourism purposes (refer to relevant information sheet).

Please note:

You can apply for your Schengen-visa up to 6 months in advance of your intended travel date; you have to apply at least 15 days in advance. You are responsible for arranging your appointment in time.

Only complete applications can be accepted; non-submission of necessary documentation may lead to a refusal.

Additional documents might be requested on submitting the application.

Applicants are required to appear in person.

Upon submission of your application as well as of all required documents the processing will take at least (minimum) 15 days at the Representative Office.

Original documents might be requested upon arrival at the airport.