Missions
of the Federal Republic of Germany
to the Kingdom of Saudi Arabia

VFS.GLOBAL
EST. 2001

CHECKLIST FOR MEDICAL VISA AND COMPANIONS

Attention: Exemption from giving fingerprints for the visa application is generally granted to hospitalized patients who need in-patient treatment in Germany and will be admitted in the intensive care unit. In all other cases a medical report confirming that the visa applicant is physically unable to give fingerprints is required. Wheel chaired visa applicants can easily access the VFS Visa application center for giving their fingerprints.

	Documents Required for Medical Visa Application	Yes	No	Remarks
1	**Application form** duly filled (online "VIDEX" or manual) and signed by the applicant (For children up to 16 registered in a parent's passport a separate application form has to be filled and all required documents to be submitted)			
2	**Declaration form:** signed by the applicant (under section 54 II and 53 German Residence Act)			
3	**In case of minors (below 18 years of age): Parental Authorization** Both parents must sign the parental authorization and also have to sign the application and declaration forms. From16 years of age also the minor has to sign the application and declaration forms. Passport copies of parents (with signatures!) have to be attached with the application.			
4	**Original passport** duly signed and 1 copy of the data page and previous Schengen visas (VFS: to be put as very last document in the visa application file)			
5	**Photographs:** Two recent biometric photographs (35mm X 45mm) not older than 6 months (one fixed to the form, one loose) with white/bright background			
6	**Proof of Travel Medical Insurance coverage (EUR 30.000):** The insurance must cover the entire period of intended stay, valid for all Schengen States and covering any expenses which may arise in connection with repatriation for medical reasons, urgent medical attention, emergency hospital treatment or death during the stay **(Travel Insurance certificate is compulsory)**			
7	**Hotel reservation** if relevant Confirmed Hotel Booking (no vouchers!) for all intended travel destinations in Schengen states mentioning complete address of the hotel, booking dates and costs.			
8	**Flight reservation** Copy of the round trip airline reservation with passenger details and the complete travel itinerary. The reservation should prove that the stay in Schengen does not exceed 90 days. Attention: If a patient does not give fingerprints and never gave before he/she has to prove that he/she travels by medevac or stretcher (6 seats in a normal plane) or at least special treatment/ care during check-in and flight was agreed on with the airline.			
9	**Photocopy of Saudi National ID Card (translated)/ Residence Permit (Iqama**)			
10	**If accompanying a patient that is already hospitalized in Germany:** Passport, visa copy, letter from receiving hospital/clinic			

Medical treatment paid by the Saudi-Arabian government

	Letter from the Ministry of Health or from the Saudi-Arabian Embassy Berlin (Military Office/ Health Office) with name of patient and accompanying persons. (Attention: Any person not mentioned in the letter has to provide the documents needed for a tourist visa.			
	Letter of receiving hospital/ clinic mentioning the appointment/ admission date, reason and expected duration of treatment			

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Medical treatment at own expense

	Letter of receiving hospital/ clinic mentioning the name of the patient, the appointment/ admission date, reason for treatment, expected duration of treatment and expected costs and whether the expected amount has already been paid/transferred. In case of **accompanying person/s** the hospital/clinic has to state that their presence is necessary and whether he/she/they stay in the hospital or not.			
	Declaration letter and family Iqama Letter from one family member stating/ explaining the relationship with the applicant and declaring responsibility for all the expenses of all family members which may incur during the entire trip within the Schengen-area.			
	For employed individuals and spouses - Employment letter/ Sponsor letter addressed to the German Embassy stating the purpose of the visit, date of joining the company, job position and monthly salary and allowances of the applicant/ head of the family. The letter has to be attested by the Chamber of Commerce. Cost coverage by employer/ sponsor if relevant. In case of non-Saudi applicants also the duration of the contract has to be mentioned and whether it will be renewed. **For self-employed individuals/ businessman** - **Commercial Registration**			
	Original Bank Statements: Recent bank statements of the past 6 months proving the monthly salary transfer (if salary is not paid cash) and with sufficient funds available for the intended stay. If the salary is paid cash, salary slips for the last 6 months have to be submitted. The bank statements have to be stamped by the bank. For **Saudi nationals** bank statements of the past 3 months are sufficient.			

Additional Documents for Non-Saudi Nationals

→	**Iqama copies and Absher excerpt** ("family services") of all family members residing in Saudi Arabia.			
→	**Exit & Re-Entry visa** Original excerpt of the Exit Re-Entry Visa (Absher/Muqeem), **stamped by the employer**, mentioning exact dates as per Gregorian calendar (**Exit before …. /Return before …)** and **expiration date of the Iqama**.			

General information:
Visa applications can be submitted at the earliest 3 months before and at the latest 15 calender days before traveling. Passports are not handed out during the visa process.
To withdraw your application, please submit a signed withdrawal letter.

Documents in Arabic language are **not** accepted! All documents must be either in English or translated into German or English.

Important information for Palestinians - Only the following passports / travel documents are recognized:

- Passport or Travel document issued by the Palestinian National Authority, only if the ID-Number mentioned in the document begins with the numbers 4, 8 or 9
- "Document de Voyage pour les Réfugiés Palestiniens"/"Travel Document for Palestinian Refugees" issued by the Egyptian authorities, only if the document contains a valid re-entry visa and the holder resides in Egypt
- Alien's passport (T-series) issued by the Jordanian authorities
- "Document de Voyage pour les Refugies Palestiniens/"Travel Document for Palestinian Refugees" issued by the Syrian authorities, only if Germany is included in area of validity and the right to return is secured.

Important information for Syrians:
Passports are recognized only when they are **signed** by the bearer **itself**, except if the passport owner is younger than 10 years. If a Syrian passport is not duly signed on page 2, the owner itself will have to sign the passport at a Syrian Embassy/Consulate.

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Additional Information (Representative /Travel Agents):
An authorization letter signed by the applicant has to be submitted along with the visa application by the representative/ travel agent. The telephone number of the applicant (not representative/travel-agent) has to be mentioned in the application.

Remarks:

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Declaration:

I have been informed that the Embassy of the Federal Republic of Germany Riyadh reserves the right to ask for additional supporting documents and does not guarantee the issuance of the requested visa. In case of visa refusal, visa and service fees are not reimbursed.
I have also been informed that an application without a complete set of documents according to this checklist is considered incomplete and may result in a rejection of my visa application. I am aware that there is no obligation from the Embassy to ask for missing documents.

I have been further informed that even an issued visa is no guarantee to be allowed to enter the Schengen-area. The immigration police officers have the right to re-check the purpose of my trip, my financial means and willingness to return to Saudi-Arabia.

I have therefore been advised to carry all relevant documents with me. In case of any doubts or if my travel purpose has changed since the visa issuance my entry to the Schengen area might be refused.

I note that with a visa issued by the German Embassy I am expected to travel to Germany as my main destination. Schengen visas have to be used for travel to the country which issued the visa.

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Date	**Applicants Signature**	**VFS Officer**