



Checklist for visa application | Visit of private family/friends

Applications should be submitted in person (also babies and children) and the following documents must be submitted:

- For every document, you must provide the original and one copy.
- The documents are to be presented in (or translated to) Dutch, English, French or Spanish.
- The documents submitted will not be returned. Only the travel document will be returned.

1. Application

1.1 A completed and signed Schengen [visa application form](#).

- Yes
- No
- Remarks

2. Travel Documents

2.1 A passport or other travel document.

- Yes
- No
- Remarks

2.2 A copy of all pages of the passport.

- Yes
- No
- Remarks

Please note:

- Your passport or travel document must be valid for at least 3 months from the date on which you leave the Schengen area.
- Your passport or travel document must have at least 2 empty visa pages.
- Your passport or travel document cannot have been issued more than 10 years ago.

2.3 Certificate from the Mogamma.

For first time travellers, or in case of passport loss: a Certificate from the Mogamma covering the past 7 years.

- Yes
- No
- Remarks



2.4 Proof of the applicant's family ties and marital status in Egypt through an extract of the Kid Aely family register.

- Yes
- No
- Remarks

Document to be provided by minors (not applicable in case of school or sports club trips):

2.5 If the minor travels without his/her legal guardian: consent of the parental authority (both parents) or legal guardian(s) must be provided either through a notarised certificate or by a form signed at the consulate premises, or at the external service provider;

- Yes
- No
- Remarks

2.6 If minor is travelling with one of his/her legal guardian:

- consent of the parental authority or legal guardian not travelling with their minor child must be provided through a notarised certificate or a form signed at the consulate premises or at the external service provider;
- a copy of the minor's birth certificate and a copy of the passport of the authorising adult must be provided.

- Yes
- No
- Remarks

3. Evidence of legal residence

3.1 Evidence of legal residence in the country you are applying from, e.g. a passport, visa or residence permit and a copy of your work permit (if applicable). Residence permit should be valid for at least 3 months after departure from Schengen.

- Yes
- No
- Remarks

4. Photo

4.1 A passport photo that meets Dutch passport requirements. This photo cannot have been taken more than 6 months ago and must bear a clear resemblance.

See: [photo guidelines](#).

- Yes
- No
- Remarks



5. Proof of travel

Note: make travel reservations which you can cancel, in case your visa request will be refused.

5.1 Proof of intended means of transport and itinerary.

Proof of accommodation, such as:

- a prepaid hotel reservation
- confirmation of a hotel reservation
- confirmation of prepaid accommodation
- confirmation of private accommodation
- proof of sufficient financial means to cover accommodation costs.

Proof of private accommodation may also be provided by a host in line with certain legal Requirements.

- Yes
- No
- Remarks

5.2 A document substantiating the purpose of the stay.

- Yes
- No
- Remarks

5.3 Solvency.

Original bank account statements with an official bank stamp and signature and translations of the statements, showing activity over the last 6 months, or proof of other assets. In addition, the following documents are required.

For employees

Document to be provided by employees: Certificate of employment, specifying the date of recruitment, position in the company and salary level.

- Yes
- No
- Remarks

For company owners

Document to be provided by company owners: Original of the commercial registry and tax card.

- Yes
- No
- Remarks

For students

Document to be provided by pupils and students: Proof of enrolment in school or university.

- Yes
- No
- Remarks



If relevant, proof of financial means may be given by submitting an official national form of sponsorship and/or private accommodation

5.4 A personal letter of invitation, containing the following information:

- applicant's full name
- host's full name and address
- duration of visit.

If relevant, an official national sponsorship form may be requested.

- Yes
- No
- Remarks

5.5 If the host's data has not been checked by the authorities of the Member State dealing with the application, the applicant should present:

- (a) a copy of the host's ID card or bio data page of the host's passport
- (b) host's residence permit, if applicable
- (c) proof of residence of the host (property title deeds, rental agreements etc.) or proof of income
- (d) the host's last three payslips or their proof of income if the host is paying for the visit

- Yes
- No
- Remarks

6. Proof of health insurance

6.1 The insurance policy has been taken out in your name.

- Yes
- No
- Remarks

6.2 Your insurance is valid throughout the Schengen area and for the duration of your stay.

- Yes
- No
- Remarks

6.3 At least € 30.000 of medical costs are reimbursed, including hospital care, emergency treatment and repatriation (including in the event of death).

If your insurer will not provide an official document of this nature, you should take out travel insurance with appropriate medical coverage for this trip with one that does.

- Yes
- No
- Remarks



7. Visa

7.1 A visa, residence permit or passport which gives entry to your final destination after your visit to the Schengen area.

- Yes
- No
- Remarks

8. Payment

8.1 Payment of the visa fee.

- Yes
- No
- Remarks

Please be aware of the following:

- You will not have your passport in your possession during the process of the visa application.
- An application without the complete set of documents according to the above mentioned checklist may result in a rejection of your visa application.
- In case of refusal, visa fees are not refundable.

List of documents to be presented by visa applicants from Egypt according to the Commission Implementing Decision of 27-04-2023 by the European Commission, in conformity with the list of supporting documents.