

VISA APPLICANT: \_\_\_\_\_  
LAST NAME, INITIALS

NATIONALITY : \_\_\_\_\_

- REG    OCP    Please submit documents in order below, and remove all staples.  
Paperclip the photocard to upper right corner of application form.
- Completed application form** (incl. 17 and 22), signed and dated.
  - Recent passport picture**
  - Valid travel document** issued less than 10 years ago, with 2 blank pages.
  - Itinerary**
  - Proof of Residency Status:** ARC / PRC / Visa, type: \_\_\_\_\_
  - Proof of entry into country of destination after Schengen visit.**
  - OCP cover letter**
  - Travel medical insurance** with minimum coverage of €30,000 (Schengen) or € 15.000 (Caribbean).
  - If employed:**
    - 1) Applicant's paystubs covering one month salary.
    - 2) Letter from employer stating: position, duration of employment, monthly income, and approved period of leave.
  - If unemployed:**
    - 3) Three recent bank statements.
  - For business visit:**
    - 1) Invitation from company in Netherlands and employer support letter, on company letterhead.
    - 2) Hotel reservations for the duration of the visit.
  - For tourism:**
    - 1) Hotel reservation with hotel's complete address.
  - Optional prepaid self-addressed shipping label.

FILED	:	/	/
DEPARTURE	:	/	/
<b>FAST TRACK : YES* / NO</b>			
*Include reason and BO point of contact in Interview Notes.			

- If self-employed:**
  - 1) Business license.
  - 2) Recent tax return form.
  - 3) Three recent bank statements.
- If student:**
  - 1) Proof of school registration.
  - 2) Three recent bank statements.
- For visit to family/friends:**
  - 1) Invitation letter issued and certified by city hall in the Netherlands.
  - 2) Copy of inviter's Dutch passport or residence card.
  - 3) Recent pay stubs from inviter.
- If minor:**
  - Copy birthcertif. + authorization
  - Non-travelling parent

**Interview Notes & Recommendations**

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