

DOCUMENT CHECKLIST

(TOURISM/PRIVATE STAY)

FRENCH VISA SERVICES

Date: _____

A supporting documents Checklist in accordance to requirement of embassy of France for applying visa is detailed below.

Mark check box as required & specify additional /missing documents in the space provided below:

The order/sequence of supporting documents MUST match the following list:

Applicant's Name: _____

Passport #: _____

Supporting documents required

The supporting documents to be provided are as follows:

Pre-requisites:

- COMPLETED SHORT STAY VISA APPLICATION FORMS duly filled and signed by the applicant.
 - In case of minor(s), form should be signed by both parents. Only valid version of application form is acceptable by Embassy.
- A travel document, issued less than 10 years ago, containing at least two blank pages, with a period of validity at least 3 months longer than the date on which you intend to leave the Schengen Area or, in the case of a long stay, at least three months longer than the expiry date of the visa requested. Be sure to transmit (scan) ALL PAGES of your travel document containing visas, entry and exit stamps or any other inscription.
- ID photographs (2).
- If you are not a national of your country of residence: proof that you are legally resident in that country (e.g. residence permit).

Purpose of travel/stay

- Reservation confirmation of an organized trip or any other document describing the planned program.
- Reservation of a return ticket or travel itinerary.

Socio-professional situation

- Proofs of the professional situation (employment contract, work certificate mentioning the duration, dates and purpose of the trip, tax return for the previous 2 years) or any document relating to the applicant's personal links in the country of residence.

Funds

- Bank statements for the last 6 months, salary slip for the last 3 months, pension certificate.

Accommodation

- Proof of accommodation (in case of accommodation at a private individual) or hotel reservation or lease agreement.

Travel health insurance

- Travel health insurance certificate valid for all Schengen States.

DOCUMENT CHECKLIST

(BUSINESS)

FRENCH VISA SERVICES

Date: _____

A supporting documents Checklist in accordance to requirement of embassy of France for applying visa is detailed below.

Mark check box as required & specify additional /missing documents in the space provided below:

The order/sequence of supporting documents MUST match the following list:

Applicant's Name: _____

Passport #: _____

Supporting documents required

The supporting documents to be provided are as follows:

Pre-requisites:

- COMPLETED SHORT STAY VISA APPLICATION FORMS duly filled and signed by the applicant.
 - In case of minor(s), form should be signed by both parents. Only valid version of application form is acceptable by Embassy.
- A travel document, issued less than 10 years ago, containing at least two blank pages, with a period of validity at least 3 months longer than the date on which you intend to leave the Schengen Area or, in the case of a long stay, at least three months longer than the expiry date of the visa requested. Be sure to transmit (scan) ALL PAGES of your travel document containing visas, entry and exit stamps or any other inscription.
- ID photographs (2).
- If you are not a national of your country of residence: proof that you are legally resident in that country (e.g. residence permit).

Purpose of travel/stay

- Invitation from a company or an authority to participate in conferences or events of a commercial, industrial or professional nature. This invitation must comprise the reason, exact dates and duration of stay.
- Reservation of a return ticket or travel itinerary.

Socio-professional situation

- Proofs of the professional situation (employment contract, work certificate mentioning the duration, dates and purpose of the trip, tax return for the previous 2 years) or any document relating to the applicant's personal links in the country of residence.

Funds

- Bank statements, pay slips, tax returns or any other proof of income.

Accommodation

- Proof of accommodation (in case of accommodation at a private individual) or hotel reservation or lease agreement.

Travel health insurance

- Travel health insurance certificate valid for all Schengen States.