

<b>Embassy of France in KSA - Long stay visa application</b> <b>Employee on Assignment in France and his accompanying family</b> <b>with OFII application form number 15188*01</b> 2 <sup>nd</sup> November 2015		YES	NO
1.	<b>Visa application Form</b> correctly and completely filled out in English and signed by the applicant or by his legal guardian		
2.	<b>Two recent passport-size photographs with a white background, not stapled.</b> Full face; no face cover that prevent full visibility of facial features		
3.	<b>Original passport:</b> issued within the previous 10 years - valid for further <u>three months</u> after departure from France - containing at least <u>two adjacent blank pages</u>		
4.	<b>One copy of the passport front page and all relevant pages containing previous Schengen, UK, US, Canada visas</b> (in the last 5 years only). <b>For Non Saudi Nationals, copy of Iqama and certificate of final exit if applicable</b>		
5.	<b>Original of health insurance certification:</b> the insurance must cover all type of medical expenses (emergency evacuation included) for at least the three first months in France.		
<b>FOR THE EMPLOYEE ON ASSIGNMENT</b>			
6.	<b>Copy of the CERFA n°15188*01 form</b> which mention the status of the “salarié en mission” This form has to be stamped by the DIRECCTE.		
<b>FOR THE MEMBERS OF THE FAMILY</b>			
7.	<b>Annex 1 to the “CERFA n°15188*01” form</b> mentioning the accompanying family members. This form has to be stamped by the DIRECCTE.		
8.	<b>Proof of family relationship:</b> - complete certified copy of marriage certificate (for the spouse) or full copy of the family book - complete certified copy of children birth certificates		
9.	Letter of commitment not to be engaged in any occupation in France		
10.	<b>All the documents in Arabic should be translated in English by a certified translator</b>		
11.	<b>Comment :</b>		
12.	<b>Declaration :</b> I have been informed : <ul style="list-style-type: none"> <li>• that my passport will be under custody of the Embassy of France in Riyadh during the process of my French visa application which can take up to 15 days.</li> <li>• <b>that an application without the complete set of documents according to the above mentioned checklist may result in a rejection of my visa application.</b></li> <li>• that the Embassy of France reserves the right to ask for additional supporting documents if necessary and does not guarantee the issue of the Visa. In case of refusal, visa fees are not refundable.</li> </ul>		
13.	<b>Date:</b>  <b>The applicant's (or his representative's) Signature:</b>		

CCO :	
QC :	