

**Embassy of France in KSA**  
**Checklist for Airport Transit visa**  
**(only for concerned nationalities)**  
4<sup>th</sup> January 2016

YES

NO

1.	<b>Visa application form</b> correctly filled out in English and signed by the applicant or by his/her 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> - valid for at least three months after the end of the stay or of the expiration date of the visa - containing at least two adjacent blank pages and issued within the last 10 years		
4.	<b>Original letter from the employer or sponsor in Saudi Arabia, stating:</b> - the employment status, the salary, the date of employment and the length of contract - stamped by the Chamber of Commerce If self-employed : copy of a valid trade license For minors travelling without their parents/legal guardian : original authorisation signed by their parents/legal guardian and a copy of parents/legal guardian's passport's front page and of the page where their signature appears.		
5.	<b>One copy of the passport front page and all relevant pages containing previous Schengen, UK,US, Canada visas with immigration stamps(within the past 5 years only)</b>		
6.	Copy of Iqama and copy of Saudi Arabian re-entry visa valid beyond the intended date of departure from the territory of the Schengen State		
7.	<b>Copy of flight reservation including return flight</b> Applicant must provide a valid visa/residence permit in the country of next or final destination and the copy of continuation ticket for the journey		
8.	<b>Health insurance certification</b> : the insurance is part of the Schengen list published by the embassies of the Schengen States in KSA and it must cover the entire period of the intended stay		
9.	<b>All documents are translated in English by a certified translator</b>		
10.	<b>Comment:</b> The applicant insists to submit his/her file even if the visa application is not complete		

**Declaration - I have been informed that :**

- My passport will be under custody of the Embassy of France in Riyadh during the process of my Schengen visa application which can take up to 15 days
- **An application without the complete set of documents according to the above mentioned checklist may result in a rejection of my visa application**
- 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 a refusal, visa fees are not refundable

**Date :**

**Applicant's (or his/her representative's) signature :**

CCO :	
QC :	