

## **Schedule An Appointment**

Applications for visas are accepted at the Visa Application Centre through prior appointments.

A secure payment must be made via a credit card on the website, for an immediate appointment confirmation. In return, you will be given a visa appointment letter. Please carry a print of your Appointment Letter when you visit the Visa Application Centre for your appointment.

Each individual applying for a visa requires a separate appointment and will submit a separate application. For example, if a family or group of five is applying for visas, then 5 appointments must be made.

Appointments are in high demand; therefore applicants are requested to schedule an appointment well in advance.

If the payment is unsuccessful, a new appointment can be scheduled only after 1 hour.

Please email us at [info.FranceUAE@vfshelpline.com](mailto:info.FranceUAE@vfshelpline.com) in case you face any issues while scheduling your appointment with the following details:

- Name
- Passport number
- Contact number

Alternatively, you may call us at +971 4-2055999 for further assistance.

Make sure you allow enough time before your departure date to schedule an appointment to have your application reviewed.

Check on the average appointment wait times to ensure that you are able to submit your application three months to two weeks prior to your departure date.

### **Rescheduling an appointment:**

You are allowed to reschedule your appointment twice and up to 2 working days prior to your scheduled date.

Further change in date will be considered as a fresh appointment and a new service charge will be applicable.

### **Cancelling an appointment:**

If you wish to cancel your appointment, the service charges will not be refunded. Appointments can be cancelled only 2 working days prior to the scheduled date.

In order to make a new appointment, a new service charge payment will be applicable.

## **Terms and conditions**

The service charges are non-refundable in the following situations and a new appointment will have to be scheduled:

- If you miss your appointment on the scheduled date
- If you are delayed for your appointment and cannot be accommodated on the same day
- If your application is incomplete as per the guidelines and the application cannot be accepted
- If you decide not to proceed with the application
- If you cancel your appointment

Please click on the appropriate link: [Schedule an appointment](#)