

CHECKLIST FOR TOURIST VISA

Documents Required for Tourist Visa Application		Yes	No
For all applicants - Translation of all Arabic documents into English is mandatory			
1	One applications duly completed and signed		
2	Original passport and one photocopy of all relevant passport pages (data page, pages with previous Schengen visa, etc.)		
3	1 declaration signed by applicant (under section 54 (6) AufenthG/German Residence Act)		
4	1 declaration signed by applicant (under section 55 (2) AufenthG/German Residence Act)		
5	One recent passport photographs (not older than 6 months)		
6	Letter from local employer, stating qualification, salary and start date of employment certified by chamber of commerce or translated trade license if self-employed		
7	Proof of accommodation, e.g. by original invitation from the host in Germany (so-called "Verpflichtungserklärung") and one photocopy thereof or a confirmed hotel booking (full address of the hotel must be written in the application: full name, street name, no. of the building, city and city code/postal area code)		
8	Up-to-date Original personal bank account statement for the last 3 months		
9	1 photocopy of the insurance policy for a valid Travel and Health insurance covering the territory of the Member states of the Schengen agreement and with a minimum coverage of EUR 30,000 (Thirty thousand) for medical expenses.		
Additional documents required for non-Saudi nationals residing in Saudi Arabia			
10	Proof of sufficient finance for the stay, e.g. up-to-date personal bank account statement for the last three months		
11	Flight ticket or flight reservation including return flight and 1 photocopy thereof		
12	Iqama (Saudi Arabian residence permit) and exit/re-entry visa for Saudi Arabia, covering the entire requested visa validity and Family Iqama copy		

Please Note: For children under 18 years both parents must sign the application/declaration form /questionnaire. Passport copies of both parents to be attached. For children registered in a parent's passport a separate application form has to be filled.

Additional Information:

- All applications submitted by a representative other than the applicant will have to include a signed authorization letter from the applicant, failing which the application will not be accepted.

Remarks:

Declaration

I have been informed that an application without a complete set of documentation according to the abovementioned checklist may result in a rejection of my visa application. Besides, the Embassy of the Federal Republic of Germany, Riyadh reserves the right to ask for additional supporting documents and does not guarantee the issue of a Visa.

Date

Applicants Signature

VFS Officer