

Document Checklist

Must be completed, signed and submitted with your application

Type of visa	<input type="checkbox"/> Airport Transit Visa – Type A <input type="checkbox"/> Schengen Visa – Type C <input type="checkbox"/> Austrian National Visa – Type D
Purpose of visit	<input type="checkbox"/> Tourism <input type="checkbox"/> Visiting family or friends <input type="checkbox"/> Business <input type="checkbox"/> Conference/Seminar/Workshop <input type="checkbox"/> Study <input type="checkbox"/> Spouse of EU citizen/national <input type="checkbox"/> Other:
<ul style="list-style-type: none"> • Mark the checkbox for documents being submitted. • Please submit your documents in the order of the checklist. • Your application can only be processed after complete submission of all documents requested by the Embassy. • The Embassy reserves the right to ask for additional documents. • Payment accepted only through Visa or MasterCard. 	

Mandatory documents for all applicants irrespective of the purpose of travel

	<p>Completed visa application form, for type A and C signed on page 3 and page 4, for type D signed on page 3. Signatures must correspond with the signature in the passport. All boxes must be filled in. Write 'NA' in boxes that do not apply to you.</p>
	<p>Appointment confirmation letter for submission of documents: This needs to be done online at www.vfsglobal.com/austria/australia. Complete this step first if you have not done so.</p>
	<p>Original and signed passport: The passport must be valid for at least 3 months after your departure from the Schengen area. It must contain at least 2 spare visa pages and cannot be older than 10 years.</p>
	<p>Passport sized photo compliant to ICAO standards and not older than 6 months</p>
	<p>Proof of visa status in Australia (not applicable for Australian citizens): VEVO verification email sent directly from the Australian Department of Home Affairs' website to info.ausau@vfshelpline.com on the day you submit your application. The same VEVO has to be submitted along with the application. The VEVO must state your current passport number and must show that your Australian visa is valid for multiple entries to Australia until at least 3 months after your departure from the Schengen area.</p>
	<p>Reservation of return or round trip flight tickets; quotations are not sufficient</p>
	<p>If applying for an Airport Transit Visa or travelling to a third country after leaving the Schengen area which is not your home country or country of residence, visa or other entry permit for the third country of destination (if applicable) as well as tickets for onward journey</p>
	<p>Proof of travel insurance with a minimum cover of EUR 30.000,- in each of the following subcategories: urgent medical treatment, hospitalisation, repatriation for medical reasons, repatriation of mortal remains and funeral expenses.</p> <p>Please provide the certificate of insurance, the table of benefits and the relevant pages of the PDS. The insurance must be valid throughout all Schengen countries and for the entire duration of your stay. The certificate of insurance must be issued by an insurance company operating in Australia or within the EU. A list of eligible insurances is available on the VFS Global FAQ page.</p> <p>Insurance provided by your university/employer: letter from university/employer stating the purpose and period of travel as well as confirmation that you will be covered by the insurance for the whole trip along with the certificate of insurance, the table of benefits and the relevant pages of the PDS. The insurance must meet the requirements as mentioned above.</p>
	<p>Proof of accommodation for entire stay in the Schengen area:</p> <ul style="list-style-type: none"> • document from the establishment providing the accommodation or any other appropriate document indicating the accommodation envisaged • if staying with a private host: <ul style="list-style-type: none"> ▪ original signed invitation letter stating period of stay, purpose of stay and relationship to visa applicant ▪ copy of host's passport ▪ copy of registration of residency (<i>Meldebestätigung</i>)

	<ul style="list-style-type: none"> • if sponsored by a private host: <ul style="list-style-type: none"> ▪ in Austria: electronic obligation (<i>Elektronische Verpflichtungserklärung – EVE</i>) ▪ in Germany: original formal obligation (<i>Verpflichtungserklärung</i>)
	Certified copy of marriage certificate/certificate of registered relationship and certified copy of spouse's passport
	Proof of residence in Australia (lease/rental agreement, council rate notice or land purchase documents)
	Proof of financial means in the country of residence: bank statements in original for the last three months (including the current date) showing sufficient funds to cover stay in the Schengen area. Print outs need to be stamped by bank officials.
	Visa handling fee
	Service fee for lodging application with VFS Australia
	Express Post A4 500g prepaid self-addressed envelope with signature on delivery (for passport return)

Additional mandatory documents depending on the purpose of travel	
□ Tourism:	
	If applicable, booking confirmation of an organised trip including a detailed itinerary
□ Business, conference, study, cultural/religious/political event:	
	Official invitation letter from a firm, host organisation, educational establishment or an authority to attend meetings, conferences, educational courses, university semesters abroad or events, containing detailed information concerning: <ul style="list-style-type: none"> • address and contacts of the inviting entity • name and position of the countersigning person • purpose and duration of stay • person or entity who will bear the travel and living costs (if applicable)
	For employees: documents proving your employment status in the company (e.g. contract, pay slips, letter from employer)
	If self-employed: certified copy of business registration
	For students: signed letter from university written on company letter head paper, confirming enrolment, the payment of your tuition fees or/and any scholarships as well as the purpose and duration of stay
□ Medical treatment:	
	Certificate from a medical doctor and/or a medical institution advising that the treatment is necessary
	Official document from the receiving medical institution confirming that it can perform the specific medical treatment, an estimation of costs and an indication that the patient will be accepted accordingly
	Proof of prepayment or sufficient financial means to pay for the medical treatment and related expenses
□ Spouse of EU citizen/national:	
	Certified copy of passport of EU citizen/national
	Certified copy of marriage certificate
	Flight tickets which clearly show that the applicant is travelling with his/her EU spouse, otherwise a visa fee applies
□ Work (only applicable to Austrian visas):	
	Original employment contract for the proposed work in Austria
	Notification (<i>Anmeldebestätigung</i>)/ work permit (<i>Beschäftigungsbewilligung</i>) from the Austrian Employment Service (<i>Arbeitsmarktservice</i>) (AMS) or exemption – this needs to be obtained by the employer in Austria!
□ Minor applicants travelling without parents or travelling with only one parent	
	Original letter of consent for the minor to travel alone/with the other parent, signed by both parents/legal guardians and witnessed by a Justice of the Peace or Notary Public
	Certified copy of birth certificate
	Signed copies of the passports of both parents , verified by a Justice of the Peace or Notary Public
	Parents' bank statements in original for the last three months (including the current date)

Important notes:

- The application may not be lodged earlier than three months before the intended arrival date in the Schengen area.
- Submitting the above documents does not guarantee a visa. The consular officer may request a personal interview or further documentation to justify the case.
- All documents mentioned in the checklist must be submitted. Incomplete applications will affect the outcome of the application in terms of processing time and decision.

By signing the document checklist you agree to accept the terms and conditions of service and data protection and privacy policy as available on www.vfsglobal.com/austria/australia.

Signature of the applicant (digital signatures not permitted) _____

**Antrag auf Erteilung eines Visums für einen
Aufenthalt von mehr als 3 Monaten (Visum D)
Application for a Visa for a stay exceeding 3 months (Visa D)**

PHOTO

Dieses Antragsformular ist unentgeltlich / This application form is free

Name (Familienname) / Surname (Family name)		RESERVIERT FÜR AMTLICHE EINTRAGUNGEN	
Familienname bei der Geburt (frühere(r) Familienname(n)) Surname at birth (Former family name(s))		Datum des Antrags:	
Vorname(n) (Beiname(n)) / First name(s) (Given name(s))		Entgegengenommen von:	
Geburtsdatum (Tag-Mon-Jahr) Date of birth (day-month-year)		Geburtsort / Place of birth	Derzeitige Staatsangehörigkeit Current nationality:
		Geburtsland / Country of birth	Staatsangehörigkeit bei der Geburt Nationality at birth, if different:
Geschlecht/Sex <input type="checkbox"/> männlich / male <input type="checkbox"/> weiblich / female	Familienstand/marital status <input type="checkbox"/> ledig / single <input type="checkbox"/> verheiratet / married <input type="checkbox"/> getrennt / separated	<input type="checkbox"/> geschieden / divorced <input type="checkbox"/> verwitwet / widow(er) Sonstiges (bitte nähere Angaben) / Other (please specify)	
Die obigen Felder sind gemäß dem Reisedokument auszufüllen. / Fields above shall be filled in in accordance with the travel document.		Name der (Dienst)stelle:	
Bei Antragsstellern, die das 18. Lebensjahr noch nicht vollendet haben: Name, Vorname, Anschrift (falls abweichend von der des Antragstellers) und Staatsangehörigkeit des Inhabers der elterlichen Sorge / des Vormunds In case the applicant is less than 18 years old: Surname, first name, address (if different from applicant's) and nationality of parental authority/legal guardian		Zulässigkeitsprüfung: Sachbearbeiter:	
Art des Reisedokuments / Type of travel document <input type="checkbox"/> Normaler Pass / Ordinary passport <input type="checkbox"/> Diplomatenpass / Diplomatic passport <input type="checkbox"/> Dienstpass / Service passport <input type="checkbox"/> Amtlicher Pass / Official passport		Datum: <input type="checkbox"/> Zulässig <input type="checkbox"/> Unzulässig	
Ausstellungsdatum / Date of issue		Gültig bis / Valid until	Ausgestellt durch / Issued by
Wohnanschrift und E-Mail-Adresse des Antragstellers Applicant's home address and e-mail address		Telefon / Telephone	
Wohnsitz in einem anderen Staat als dem, dessen Staatsangehörige(r) Sie gegenwärtig sind Residence in a country other than the country of current nationality <input type="checkbox"/> Keine / No <input type="checkbox"/> Ja / Yes		Akte bearbeitet durch:	
Aufenthaltstitel oder gleichwertiges Dokument / Residence permit or equivalent Nr./No.		Belege: <input type="checkbox"/> Reisedokument <input type="checkbox"/> Mittel zur Bestreitung des Lebensunterhalts <input type="checkbox"/> Einladung <input type="checkbox"/> Beförderungsmittel <input type="checkbox"/> Reisekrankenversicherung <input type="checkbox"/> Beschäftigungsbewilligung <input type="checkbox"/> Sonstiges:	
Derzeitige berufliche Tätigkeit / Current occupation		Antrag entschieden von:	
Anschrift und Telefonnummer des Arbeitgebers. Für Studenten, Name und Anschrift der Bildungseinrichtung. Employer and employer's address and telephone number. For students, name and address of educational establishment.		Datum:	
Zweck(e) der Reise Purpose(s) of the journey:		Grenzübergang: Bordercrossing point:	
Anzahl der beantragten Einreisen / Number of entries requested <input type="checkbox"/> Einmalige Einreise / Single entry <input type="checkbox"/> Zweimalige Einreise / Two entries <input type="checkbox"/> Mehrfache Einreise / Multiple entries		Visum: <input type="checkbox"/> Abgelehnt <input type="checkbox"/> Erteilt	
Visa, die in den vergangenen drei Jahren erteilt wurden / visas issued during the past three years <input type="checkbox"/> Keine / No <input type="checkbox"/> Ja / Yes Anzahl / number:		Gültig vom bis.....	
Gültig von/Date(s) of validity from/bis/to/		Anzahl der Einreisen: <input type="checkbox"/> 1 <input type="checkbox"/> mehrfach	
		Visumdruck von (inkl. Datum):	
		Gültig vom bis.....	
		Anzahl der beantragten Einreisen / Number of entries requested <input type="checkbox"/> Einmalige Einreise / Single entry <input type="checkbox"/> Zweimalige Einreise / Two entries <input type="checkbox"/> Mehrfache Einreise / Multiple entries	
		Dauer des geplanten Aufenthalts oder der Durchreise / Duration of the intended stay or transit Anzahl der Tage angeben / Indicate number of days	
		Visa, die in den vergangenen drei Jahren erteilt wurden / visas issued during the past three years <input type="checkbox"/> Keine / No <input type="checkbox"/> Ja / Yes Anzahl / number:	
		Gültig von/Date(s) of validity from/bis/to/	

<p>Wurden Ihre Fingerabdrücke bereits für die Zwecke eines Antrags auf ein nationales österreichisches Visum erfasst? <i>Fingerprints collected previously for the purpose of applying for a national Austrian visa?</i></p> <p><input type="checkbox"/> Nein/No <input type="checkbox"/> Ja/Yes</p> <p>Datum (falls bekannt) / <i>Date, if known:</i></p>	
<p>Ggf. Einreisegenehmigung f. d. Endbestimmungsland / <i>Entry permit for country of final destination, where applicable</i></p> <p>Ausgestellt durch / <i>Issued by</i></p> <p>gültig von / <i>valid from</i> bis / <i>until</i></p>	
<p>Geplantes Ankunftsdatum / <i>Intended date of arrival</i></p> <p>.....</p>	<p>Geplantes Abreisedatum / <i>Intended date of departure</i></p> <p>.....</p>
<p>Name und Vorname der einladenden Person(en) in dem Mitgliedstaat bzw. den Mitgliedstaaten. Soweit dies nicht zutrifft, bitte Name des/der Hotels oder vorübergehende Unterkunft (Unterkünfte) in dem (den) betreffenden Mitgliedstaat(en) angeben. / <i>Surname and first name of the inviting person(s) in the Member State(s). If not applicable, name of hotel(s) or temporary accommodation(s) in the Member State(s).</i></p> <p>.....</p>	
<p>Adresse und E-Mail-Anschrift der einladenden Person(en) / jedes Hotels / jeder vorübergehenden Unterkunft / <i>Address and e-mail address of inviting person(s)/hotel(s)/temporary accommodation(s)</i></p> <p>.....</p> <p>Telefon / <i>Telephone:</i></p>	
<p>Name und Adresse des einladenden Unternehmens/der einladenden Organisation <i>Name and address of inviting company/organisation:</i></p> <p>.....</p> <p>Telefon des Unternehmens/der Organisation / <i>Telephone of company/organisation:</i></p> <p>Name, Vorname, Adresse, Telefon, Fax und E-Mail-Anschrift der Kontaktperson im Unternehmen/in der Organisation / <i>Surname, first name, address, telephone, telefax, and e-mail address of contact person in company:</i></p> <p>.....</p>	
<p>Die Reisekosten und die Lebenshaltungskosten während des Aufenthalts des Antragstellers werden getragen <i>Cost of travelling and living during the applicant's stay is covered</i></p>	
<p><input type="checkbox"/> vom Antragsteller selbst / <i>by the applicant himself/herself:</i></p> <p>Mittel zur Bestreitung des Lebensunterhalts / <i>Means of support:</i></p> <p><input type="checkbox"/> Bargeld/<i>Cash</i></p> <p><input type="checkbox"/> Reiseschecks/<i>Traveller's cheques</i></p> <p><input type="checkbox"/> Kreditkarte/<i>Credit card</i></p> <p><input type="checkbox"/> Im Voraus bezahlte Unterkunft/<i>Pre-paid accommodation</i></p> <p><input type="checkbox"/> Im Voraus bezahlte Beförderung/<i>Pre-paid transport</i></p> <p><input type="checkbox"/> Sonstiges (bitte nähere Angaben)/<i>Other (please specify):</i></p> <p>.....</p>	<p><input type="checkbox"/> von anderer Seite (Gastgeber, Unternehmen, Organisation), bitte nähere Angaben / <i>by a sponsor (host, company, organisation), please specify</i></p> <p><input type="checkbox"/> von sonstiger Stelle (bitte nähere Angaben) / <i>other (please specify)</i></p> <p>Mittel zur Bestreitung des Lebensunterhalts / <i>Means of support</i></p> <p><input type="checkbox"/> Bargeld / <i>Cash</i></p> <p><input type="checkbox"/> Freie Unterkunft / <i>Free Accommodation</i></p> <p><input type="checkbox"/> Übernahme sämtlicher Kosten während des Aufenthalts / <i>All expenses covered during the stay</i></p> <p><input type="checkbox"/> Im Voraus bezahlte Beförderung / <i>Pre-paid transport</i></p> <p><input type="checkbox"/> Sonstiges (bitte nähere Angaben) / <i>Other (please specify):</i></p> <p>.....</p>
<p>Mir ist bekannt, dass die Visumgebühr im Falle der Visumverweigerung nicht erstattet wird. / <i>I am aware that visa fee is not refunded if the visa is refused.</i></p>	
<p>Im Falle der Beantragung eines Visums für mehrfache Einreisen. Mir ist bekannt, dass ich über eine angemessene Reisekrankenversicherung für meinen ersten Aufenthalt und jeden weiteren Besuch verfügen muss. <i>Applicable in case a multiple-entry visa is applied for. I am aware of the need to have an adequate travel medical insurance for my first stay and any subsequent visits.</i></p>	
<p>Mir ist bekannt und ich bin damit einverstanden, dass im Hinblick auf die Prüfung meines Visumantrags die in diesem Antragsformular geforderten Daten erhoben werden müssen, ein Lichtbild von mir gemacht werden muss und gegebenenfalls meine Fingerabdrücke abgenommen werden müssen. Die Angaben zu meiner Person, die in diesem Visumantrag enthalten sind, sowie meine Fingerabdrücke und mein Lichtbild werden zwecks Entscheidung über meinen Visumantrag an die zuständigen Behörden weitergeleitet und von diesen bearbeitet. Ich versichere, dass ich die vorstehenden Angaben nach bestem Wissen und Gewissen gemacht habe und dass sie richtig und vollständig sind. Mir ist bewusst, dass falsche Erklärungen zur Ablehnung meines Antrags oder zur Annullierung eines bereits erteilten Visums führen und die Strafverfolgung auslösen können. Ich verpflichte mich dazu, das Hoheitsgebiet der Republik Österreich vor Ablauf des Visums zu verlassen, sofern mir dieses erteilt wird. Ich wurde davon in Kenntnis gesetzt, dass der Besitz eines Visums nur eine der Voraussetzungen für die Einreise ist. Aus der Erteilung des Visums folgt kein Anspruch auf Schadensersatz, wenn ich die Voraussetzungen nach Artikel 5 Absatz 1 der Verordnung (EG) Nr. 562/2006 (Schengener Grenzkodex) nicht erfülle und mir demzufolge die Einreise verweigert wird. Die Einreisevoraussetzungen werden bei der Einreise in das europäische Hoheitsgebiet der Mitgliedstaaten erneut überprüft. <i>I am aware of and consent to the following: the collection of the data required by this application form and the taking of my photograph and, if applicable, the taking of fingerprints, are mandatory for the examination of the visa application; and any personal data concerning me which appear on the visa application form, as well as my fingerprints and my photograph will be supplied to the relevant authorities and processed by them, for the purposes of a decision on my visa.</i> <i>I declare that to the best of my knowledge all particulars supplied by me are correct and complete. I am aware that any false statements will lead to my application being rejected or to the annulment of a visa already granted and may also render me liable to prosecution.</i> <i>I undertake to leave the territory of the Republic of Austria before the expiry of the visa, if granted. I have been informed that possession of a visa is only one of the prerequisites for entry into the European territory of the Member States. The mere fact that a visa has been granted to me does not mean that I will be entitled to compensation if I fail to comply with the relevant provisions of Article 5(1) of Regulation (EC) No 562/2006 (Schengen Borders Code) and I am therefore refused entry. The prerequisites for entry will be checked again on entry into the European territory of the Member States.</i></p>	
<p>Ort und Datum <i>Place and date</i></p> <p>.....</p>	<p>Unterschrift (bei Antragstellern, die das 18. Lebensjahr noch nicht vollendet haben: Unterschrift des Inhabers der elterlichen Sorge / des Vormunds) Signature - (for applicants less than 18 years old, signature of parental authority/legal guardian)</p> <p>.....</p>