

**Checklist – FAMILY MEMBERS OF EU/EEA OR SWISS CITIZENS**

- Fill in the mandatory online visa application form in 'Applyvisa'.**
- Reserve the EUR60 visa application fee with a credit card in 'Applyvisa'.** All applicants must reserve an amount of 60 Euro on their account by use of a credit card even if they are fee exempt. The amount is only reserved and if an applicant is fee exempt, no money will be deducted.
- A signed cover letter from 'Applyvisa'.**
- A passport photo** measuring 35mm x 45mm. The distance from your chin to the top of your head should measure between 30mm and 36mm. The photograph should bear a close resemblance to your current appearance and you should be facing the camera directly.
- Lodge your application in person.**
- Allow for your biometric identifiers** (ten fingerprints and a photograph) to be collected at the time of lodgement (if not already collected by a Schengen country in the last 59 months, in which case only a well-resembling passport photo is required).
- Passport/travel document** valid for minimum three months after the departure from the Schengen region, with at least two blank pages and issued within the previous 10 years.
- Pay the applicable service and courier fee to the visa application centre.**

**Supporting documents**

- VEVO or other proof of re-entry permit for** Australia valid for at least three months after the departure from the Schengen region (or a written explanation if you cannot document this)
- A copy of the EU/EEA or Swiss citizen's passport** from whom you can derive any rights
- Documentation for relationship with EU/EEA or Swiss citizen** (marriage certificate, birth certificate etc.)
- Documentation that the applicant accompanies or joins the EU/EEA or Swiss citizen on the journey**

**PLEASE NOTE:** The Embassy of Bangkok requests you to hand in the missing/required documentation within 5 days from today. If the Embassy has not received the documentation by this deadline, the Embassy will make a decision on the case based on the present information.

I understand that I must provide above missing documentation to VFS within 5 days. Signature date below counts as day one of five.

You can hand in the missing documentation in person to VFS. Please remember to state your passport number and your full name. Please note, if you chose to send the missing documentation by email to: [info.jvac-au@vfshelpline.com](mailto:info.jvac-au@vfshelpline.com), it will be via an unencrypted connection.

<u>Date and City</u>	<u>Applicant's signature</u>	<u>Passport number</u>	<u>VAC Officer (Name)</u>