

Checklist Return Visa

Applications should be submitted in person and the following documents must be submitted:

- > *For every document, you must provide the original and one copy.*
- > *The documents are to be presented in (or translated to) Dutch, English, French or Spanish.*

- A valid travel document
 - > *Your passport or travel document must be valid for at least 3 months from the date on which you leave the Schengen area.*
 - > *Your passport or travel document must have at least 2 empty visa pages.*
 - > *Your passport or travel document cannot have been issued more than 10 years ago.*

- *And a copy of:*
 - The personal details page.
 - Previously issued visas and a copy of all entry/exit stamps.
 - The personal details page of any previous passport and its visas.

- A completed and signed Schengen visa application form.

- If you are applying for a Schengen visa for a minor who will be travelling alone or with only (with only 1 parent) 1 parent, please submit the following documents:
 - o An extract of the minor's birth certificate
 - o An identity document bearing the parent's signature (1 document for each parent).
 - o A declaration of consent from both parents, stating that the minor can travel.
 - o If relevant: a court judgement stating which parent has been allocated parental responsibility for the minor.
 - o If relevant: a declaration from the minor's school consenting to his/her absence.

- Evidence of legal residence in the country you are applying from, e.g. a passport, visa or residence permit and a copy.

- A passport photo that meets Dutch passport requirements. This photo cannot have been taken more than 6 months ago. See <https://www.rijksoverheid.nl/documenten/brochures/2014/02/11/photomatrix-guidelines.2007>

- Police report: If the residence card has been stolen or is lost, a police report detailing the incident.

- In case of expiration: If the residence card has expired: original residence card + photocopy, proof of the date of departure from the Netherlands or Schengen area (departure stamp in passport, airplane tickets etc.)

- Visa Fee and VFS service fee amount.