Belgium & Luxembourg Checklist for Tourist Visa

Documents to be provided by all visa applicants	Yes	No
☐ **Short stay Application Forms** C Visa Application form correctly completed in English, picture and signature		
☐ **Two Recent Biometric Size Photograph** (35mm*45mm) not older than three months with a light background (not stapled)		
☐ **Original Passport** valid for at least 1 year, 1 copy of the relevant passport pages (data page and, if applicable, pages containing previous visas). The passport must contain at least two blank pages and must be issued within the previous 10 years In case the passport doesn't mention the place of birth, a copy of the birth certificate or ID card should be provided		
☐ **Original medical insurance** with a minimum coverage of 30.000€, covering the entire period of intended stay, valid for all Schengen States and covering any expenses which might arise in connection with repatriation for medical reason, urgent medical attention, emergency hospital treatment or death during stay		
☐ **Copy of (return) flight ticket or flight reservation**, including travel route and reservation number		
☐ **Bank statements** of the last 3 months, including current balance, or any other verifiable evidence of sufficient means of subsistence during intended stay such as a copy of a credit card		
☐ **Proof of accommodation** during the intended touristic stay: one or more hotel reservations (if staying in several places) or copy of a rental contract or proof of residential property ☐ **In case of visiting family or friends:** the original invitation, signed by the host (annex 3bis) in which his/her contact details and address are specified as well as his/her payment slips from the last 3 months		
☐ **Original letter from sponsor/employer** in Saudi Arabia stamped by the Chamber of Commerce and stating the employment status, position, salary, date of entry into force and total length of the contract. The letter should mention the purpose of the visit, the name and contact details (including mobile phone number) of the responsible and whether the costs are covered by the sponsor or the person itself ☐ **For self-employed people:** the business authorization, including translation		

Non-Saudi Nationals

☐ Copy of Iqama, must be valid for 3 months after the intended return date from the territory of the Schengen States		
☐ Re-Entry visa for Saudi Arabia, must be valid after the intended return date from the territory of the Schengen States		
☐ Bank statements (showing a regular monthly income) of the last 6 months, or any other verifiable evidence of sufficient means of subsistence during intended stay		

Please Note:

- All documentation must be submitted in English.
- The visa application must be done in person.
- For children registered in a parent's passport, a separate application form has to be submitted. For minors (children under 18) travelling with one or without their parents/legal guardian(s): an original authorization signed by their parents/legal guardian(s) is required as well as a copy of their passport(s). Furthermore, both parents/legal guardians must be present when submitting the minor's application and both should sign the application form.

Applicant's Signature: _____ Date: _____ VFS Officer's Signature: _____

Attention:
The Embassy of Belgium has the right to ask for any other additional document it considers necessary and may call the applicant for an interview. In all cases, the visa fee is non-refundable.
Moreover, certain nationalities require longer visa procedures (e.g. consultation of the Belgian authorities), which may take up to several weeks. The applicants are therefore advised to submit their application long enough in advance