(2 Copies)

Municipality in Belgium (original + copy +

document needs to be **printed recto/verso**).

Documents should be submitted in original + 2 photocopies (A-4 size). All originals are returned. Documents in Farsi language only are not accepted for the treatment of your visa file; only translated documents will be taken into account.

The Farsi documents need to be translated by a sworn translator into one of our national languages or into English.

		Original	Сору	Legalization and translation
	Main documents	S		и
Original of passport	Passport which must be valid for at 1 Year from the date on which you intend to leave the SCHENGEN territory, or, in the case of multiple journeys, the date on which you intend to leave it for the last time Issued within the previous 10 years. It is advisable that your passport contains at least one double blank page reserved for visas (blank front and back) for each. Passport should be signed by the applicant.	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
Гwo Schengen application form	Duly completed (in German, Dutch, French or English), dated and signed by the applicant in person. The form with a bar code is available once the registration on <u>Visa-On-Web</u> is completed online. Print out the form and add it to your documents. For family members or group applications each individual must have a separate VOW application form. In case of minors (below the age of 18), the application form needs to be signed by parents or person exercising legal guardianship.	 Yes No Yes No 	 Yes □ No Yes □ No Yes □ No 	 Yes □ No Yes □ No Yes □ No
Two identity photos	2 identical, recent passport photographs, meeting Schengen photo requirements (glued on each application form).	🔄 Yes 🔄 No	🔄 Yes 🗌 No	🔄 Yes 🔄 No
Proof of purpos	e of stay and accommodation			
	- Salary slips of the last three months (2 Copies)	🔄 Yes 🗌 No	🔄 Yes 🗌 No	🔄 Yes 🔄 No
Proof of host's financial means	-Bank statements, income tax papers and Formal Obligation (annexe 3Bis/bijlage 3Bis) from the			

□ Yes □No | □ Yes □No | □ Yes □No

An official copy of the marriage notice from City Hall	This document should be not more than six months prior to the date of application (2 copies)	🗆 Yes 🗆 No	🗆 Yes 🗆 No	🗆 Yes 🗆 No
Copy of identity proof of inviter(s)	Recto/verso copy of the inviting person(s)'s Belgian ID card or a copy of residence permit for Belgium. (2 Copies)	🗌 Yes 🗌 No	🗌 Yes 🗌 No	🗌 Yes 🗌 No
Proof of relationship	History of the relationship and proof of the permanent and stable character of the relationship (e.g. tickets, letters, photos etc.) (2 Copies)	🗌 Yes 🗌 No	🗌 Yes 🗌 No	🗌 Yes 🗌 No
Applicant's birth certificate	Translated Shenasnameh (2 Copies)	🗌 Yes 🗌 No	🗌 Yes 🗌 No	🗌 Yes 🗌 No
Medical certificate	A medical certificate completed by an accredited doctor of the Belgian Embassy. Check the website of the Immigration Office which persons need the medical certificate. (2 Copies)	🗌 Yes 🗌 No	🗌 Yes 🗌 No	🗌 Yes 🗌 No
Police Clearance	An extract from your judicial record (Police clearance), not more than six months prior to the date of application and covering the last 5 years. (2 Copies)	🗌 Yes 🗌 No	🖂 Yes 🗌 No	🖂 Yes 🗔 No
Other documen	ts		1	1
	 The travel insurance should be valid for Schengen area if you apply for short stay visa. (2 copies) The insurance must cover the minimum amount 	🗌 Yes 🗌 No	Yes 🗌 No	Pres No
Medical insurance policy	of 30,000.00 Euro (coverage: repatriation for medical reasons, urgent medical attention, emergency hospital treatment and transportation of the body in case of death). (2 Copies)	🗌 Yes 🗌 No	🗆 Yes 🗌 No	🗆 Yes 🗔 No
	- The insurance should cover the period of 90 days starting from the date arrival. If the visa is requested with a longer validity and multiple entries, the travel insurance only needs to cover the first trip. (2 Copies)	□Yes □No	□Yes □No	🗆 Yes 🗔 No
	If you have Schengen visas for last 5 years in the old passport, it is recommended to submit copies Schengen visas and the page with the personal data of that passport with your application. Also we request the copy of the current passport: 1 st page with personal information + all the pages that have stamps and/or visa on it. (2 Copies)	🗌 Yes 🗌 No	🗌 Yes 🗌 No	🗌 Yes 🔄 No