Short Stay Visa - C

Tourism

	Required document	Yes	No
1.	**Valid Passport** • Valid for at least 6 months from the date of application • Has at least two empty pages		
2.	**Schengen Visa Application Form** (fully completed, dated and signed)		
3.	**Two recent photos** (not older than 6 months)		
4.	**Photocopy of the first two pages of the passport and all the used pages**		
5.	**Photocopy of national identity card or residence card**		
6.	**Photocopy of previously granted Schengen visas**		
7.	**Medical Travel Insurance** (valid for all Schengen states and covering the entire period of your stay)		
8.	**Proof of accommodation (covering the entire period of stay)** o Hotel reservation		
9.	**Round trip flight reservation**		
10.	**Description of the trip/planned visits**		
11.	**Proof of sufficient financial means to cover the entire period of stay**		

	○ Original Bank account statement for the last three months (signed and stamped) ○ Sponsorship letter accompanied by the sponsor's bank statement and photocopy of the sponsor's passport or ID card.		
12.	**Evidence of Employment status** ○ **For employees:** ○ Letter from employer showing date of employment, salary, title, and granting holidays. ○ **For entrepreneurs:** ○ Copy of the company commercial registration (in English). ○ Company's bank statements for the last three months. ○ **For Independent Professional:** ○ Copy of the professional card issued by the union. ○ Certificate of practicing the profession. ○ **For Housewives:** ○ Proof of the professional situation of the spouse. ○ Proof of sufficient financial funds of the spouse as indicated above. ○ **For Retired:** ○ Statement of the social security department proofing salary of retirement. ○ **For Students:** ○ Registration from the school / university. ○ Proof of holidays from the school / university. ○ Proof of financial funds of the head of the family as indicated above.		
13.	**For minors:** ○ Travel authorization from both parents certified by the police station. ○ English birth certificate of the child showing full name of both parents. ○ Guardianship decisions along with translation if there is any. ○ Proof of financial funds of the head of the family.		
14.	**Embassy's visa fee** : ○ For adults : EUR 80 (or JOD 72) ○ For children 6-12 years : EUR 40 (or JOD 36) ○ Children less than 6 years: exempted		

- On this checklist, all submitted documents supporting the visa application were ticked. The Embassy of Belgium will base itself only on these documents when processing the application.
- The applicant is requested to provide as much information as possible to document his/her family background, professional and socio-economic status, ownership of land or real estate. This information is **essential** to correctly judge the intention of the applicant to leave the Schengen area before the expiry of his/her visa.
- In some cases, the Consulate may require extra documents from the applicant.
- Submitted documents will not be returned to the applicant.