



**Embassy of Belgium
Doha**

Family reunion visa to join a national of a third country in Belgium Documents to produce

The applicant will introduce the visa application at the VFS outsourcing center. The applicant who does not produce one or more documents which are requested on this list, is considered as not being able/willing to produce these documents. These documents will not be asked for ; the application file will be handled as it is.

- ❑ **2 application forms** carefully filled in, dated and signed + **2 photos**
- ❑ **passport** valid for at least 12 months
- ❑ **flight booking** (the ticket must be presented at the time of collection of the visa)
- ❑ **identity card or residence permit** in Qatar
- ❑ **copy of the residence permit of the foreigner** whom applicant will join in Belgium, if he/she has already settled in Belgium
- ❑ **copy of the passport of the foreigner** whom applicant will join in Belgium, if the family unit was not yet formed before this foreigner entered Belgium
- ❑ **proof of family relationship with the foreigner whom applicant will join in Belgium** (marriage certificate for a spouse, birth certificate for a child)
- ❑ **if a previous marriage exists, proof that it has been dissolved** (divorce certificate or death certificate of the previous spouse)
- ❑ **if the child was born from a previous relationship of the Belgian citizen or his/her spouse, the latter must have custody of the child and, in case of shared custody, must have the authorisation of the other parent to take the child to Belgium**
- ❑ **medical certificate issued in Qatar** not more than 6 months ago. Please ask the embassy for the special form that must be used for this medical certificate.
- ❑ **extract from judicial record** if applicant is older than 18; this document cannot be more than 6 months old.
- ❑ **attestation of single status for the children who are of age to marry** according to their national law
- ❑ **proof that the foreigner whom applicant will join in Belgium holds a health insurance** covering risks in Belgium for him/herself and the members of his/her family. This can be proven in different ways :
 - proof that the foreigner whom applicant will join in Belgium holds a health insurance covering risks in Belgium for him/herself and the members of his/her family (minimum validity : 3 months – minimum coverage : 30 000 EUR),
 - attestation from the mutual company to which the foreigner whom applicant will join in Belgium is affiliated , which certifies that it will be possible to affiliate the family members as soon as they arrive in Belgium.
- ❑ **proof that the foreigner whom applicant will join has a big enough house/apartment.** This can be proven in different ways :
 - proof of title deed for the house/apartment he/she lives in,
 - proof of a registered tenancy agreement for the house/apartment he/she lives in,
 - if applicant will join an employee who holds a work permit or is exempted from holding a work permit, an employment contract and/or an attestation from the employer stating that he provides accommodation to the employee and his/her family.

- **proof that that the foreigner whom applicant will join has a stable, regular and sufficient income** to meet his/her own needs as well as the needs of the members of his/her family, and therefore avoid that they become dependent on the public authorities¹. The documents produced in order to prove this point must ideally cover the last 12 months and can be:
 - > last end of year tax certificate
 - > salary slips
 - > employment contract
 - > bank statements
 - > statements of salary of company managers (for ex. salary statement 281.20)
 - > statement of old-age pension
 - > proofs of active search for a job
 - > any document/ information allowing the Immigration Office to evaluate the financial situation of the person whom applicant will join (for ex.: the cost of the rent if this person rents a house/apartment, income from real estate, etc.),
 - > if applicant will join an employee who holds a work permit or is exempted from holding a work permit, an employment contract and/or an attestation from the employer stating explicitly the duration of the contract and the net salary.
- **Proof of payment of the contribution of 207 € which is due to cover the administrative costs involved with the processing of a long stay visa application for Belgium: (if applicant is less than 18 years old, the payment of this contribution is not required):**
 The exact amount (transfer cost to be paid by applicant or whoever makes the transfer) must be paid onto the following account :
 IBAN BE57 6792 0060 9235
 BIC PCHQBEBB
 Bank BPOST SA, Centrum Monnaie, 1000 Bruxelles
 Beneficiary SPF Intérieur, Office des étrangers, Chaussée d'Anvers 59B, 1000 Bruxelles
 The reference must be according to the following structure:
 Name & First name of the applicant (as mentioned in the passport)
 Nationality
 Date of birth: day (dd) – month (MM) – year (YYYY)
 Therefore:
 NAME_Given name_Nationality_Date of Birth(DD.MM.YYYY).
 If applicant is the spouse of a person or the parent of a child who was given refugee status in Belgium, he/she is exempted from the contribution.

Additional documents are required for certain family members: partner related to the foreigner in Belgium by a partnership registered according to a law, single handicapped child above 18 years of age, parent of a non accompanied minor who has been recognised as a refugee in Belgium,.... People who fall into one of these categories must ask the Embassy for the list of the additional documents.

The documents presented must be **recent originals** and they must be accompanied by one set of photocopies. Official foreign documents must be **legalised** or bear an apostille, unless a treaty provides for the exemption

of the legalisation process. If they are not in French, Dutch, German or English, the documents must be translated into one of these languages by a certified translator. The translation must also be legalised as a

¹ There are very few exceptions to this obligation for the Belgian citizen whom applicant will join to prove that he has a stable, regular and sufficient income. Please contact the Embassy in case of doubt.

separate document according to the procedure in place in the country where it has been made and then by the Belgian embassy or consulate competent for this country/area.

Please note that, based on the content of the documents produced, **extra documents may be required**. These must be produced to the Embassy within a month. If not, the application file is definitively closed and the person concerned must introduce a new application if he/she still wishes to go. If extra documents are required, the applicant will normally be informed of this within a few days of the introduction of his/her application. In order to let the visa section work as efficiently as possible, the Embassy would be grateful if applicants could refrain from contacting it immediately after the introduction of their file and wait for a week to do so in case they have not heard from the Embassy by then.

In most cases the Embassy must refer the application to the Immigration Office in Brussels (Chaussée d'Anvers/Antwerpsesteenweg 59B, 1000 Brussels, Tel.: +32 (0)2 793.80.00, helpdesk.dvzoe@dofi.fgov.be, <http://www.dofi.fgov.be>). The delay for processing the application can then be considerably lengthened. Incomplete files are always referred to the Immigration Office. When a file has been sent to the Immigration Office in Brussels, the applicant can follow the handling of his/her file on this administration's website, under « où en est ma demande de visa / hoe zit het met mijn visumaanvraag » by keying in the name of the town where the embassy/consulate where he/she applied is located (Doha) and his/her file number.

The **consular tax** is paid in cash in Qatari Riyals at the time of application. It covers the handling of the application and cannot be refunded in any case (refusal, withdrawal of application, file closed because applicant didn't produce the required documents within a month,...).

The visa holder must present him/herself at the local administration competent for his/her place of residence, within 8 days of his/her arrival in Belgium.

Important: a visa (or authorisation of temporary residence) does not create a right to enter the Belgian territory. Its holder must keep with him/her all the documents that were produced in order to obtain the visa. The production of these documents may be required at the immigration control. Failing to produce them could result in a denial of entry.

Embassy of Belgium - Doha - Qatar - PO Box 24418
Tel: +974 4493 1499 - Fax: +974 4493 0151 - email: doha@diplobel.fed.be
<http://diplomatie.belgium.be/qatar>



**Embassy of Belgium
Doha**

Nom du demandeur / naam van de aanvrager / Name der Visaantragsteller / name of applicant :

Référence de la demande / Nummer van de aanvraag / Antragbezugsnummer / application number:

Emploi des langues en matière administrative : information / Gebruik van de talen in bestuurszaken: informatie
Gebrauch der Sprache in administrativgebiet /Use of languages in administrative matters: information

Nous traitons votre demande de visa en allemand, en français ou en néerlandais (langues nationales officielles du Royaume de Belgique).

Wij behandelen uw visumaanvraag in het Duits, het Frans of het Nederlands (officiële landstalen van het Koninkrijk België).

Wir behandeln ihre Antrag im Deutsch, Französisch oder Niederländisch (offizielle Landessprache des Königreiches Belgien)

We handle your visa application in German, French or Dutch (official national languages of the Kingdom of Belgium).

Si vous avez une préférence pour une langue, indiquez-le ici :

Als u een voorkeur hebt voor een taal, kruis deze dan hier aan:

Wenn Sie eine Vorliebe für eine Sprache haben, zeigen sie es hier:

If you have a preferred language, chose it here:

☐ Je souhaite que ma demande soit traitée en **français** / ik wens dat mijn aanvraag wordt behandeld in het **Frans** / Ich möchte dass meinen Antrag im **Französisch behandelt wird** / I would like my application to be handled in **French**

☐ Je souhaite que ma demande soit traitée en **néerlandais** / ik wens dat mijn aanvraag wordt behandeld in het **Nederlands** / Ich möchte dass meinen Antrag im **Niederlandisch behandelt wird** / I would like my application to be handled in **Dutch**

☐ Je souhaite que ma demande soit traitée en **allemand** / ik wens dat mijn aanvraag wordt behandeld in het **Duits** / Ich möchte dass meinen Antrag im **Deutsch behandelt wird** / I would like my application to be handled in **German**

Si vous n'avez pas de préférence, indiquez-le ici / Als u geen voorkeur hebt, geef dat dan hier aan / Wenn Sie keinen Vorlieben haben, zeigen sie es hier / If you have no preference, indicate it here:

☐ Je n'ai **pas de préférence** / ik heb **geen voorkeur** / Ich habe **keine Vorliebe** / I have **no preference**

Afin de valider votre choix, datez et signez ce document/ Dateer en onderteken dit document om uw keuze te bekrachtigen /Um ihre Auswall zu bestätigen, datieren und unterschreiben sie dieses Dokument/in order to validate your choice, you must date and sign this document:

Date/datum

Signature/handtekening