

## Visa Application Checklist — Short Stay\_ Visit\_ Family member of a German citizen

Required Documents	Provided
<b>1. Original Passport and Copy of the identity page</b> - Valid for at least 3 months after the planned departure date from the Schengen area - Must be signed by the holder (Chinese applicants sign in Chinese characters) - Must have at least two complete blank visa pages - No damage	
<b>2. Two passport pictures</b> - In color, 35x45 mm white or light grey background, undamaged and of recent date (taken within 6 months).	
<b>3. Original Visa application form</b> - Fully completed online and all pages printed out - Signed by the applicant Application forms for minors should be signed by at least one parent. - Signature must match the passport signature	
<b>4. Documents of:</b> - Copies of identity page and signature page of the passport - Copies of all former Schengen visas - Copies of Hukou all non-blank pages (for Chinese nationals only) - Copy of residence permit (for foreign applicants) - Original Employment/Company Certificate o Original employment certificate printed/written on official company paper with red stamp and signature, mention clearly (full address and contact details of company including phone number, fax number, email address and contact person); German or English translation attached. Signed by the authorized person (no digital signature); state name and job title; Certifying that leave is granted and will continue work after returning. - Copy of Company License (with company stamp)	
<b>5. Medical insurance NOT Accidental Insurance (Original)</b> - Valid in all Schengen countries and cover the whole trip period - Insurance documentations in Chinese and English clearly list: Medical assistance in- and outpatient (not only limited to accident and sudden illness), Repatriation or medical evacuation, Repatriation of mortal remains, the Minimum coverage of EUR 30'000	
<b>6. Marriage Certificate</b> <b>German marriage certificate (Copy)</b> <i>or</i> <b>Chinese marriage certificate (Original + Copy)</b> - Notary certificate legalized by the Chinese Ministry Of Foreign Affairs, with a German or English translation More information concerning the <b>legalization of Chinese documents</b> can be found on the homepage of the German missions in China <i>or</i> <b>Foreign marriage certificate (Original + Copy)</b> - With German or English translation - If not issued by an authority within the EU, with <b>apostil or legalization notice</b> (refer to document list apostil / legalization on the website of the German Embassy)	
<b>7. Letter issued by the German family member (Original)</b> - Informal letter in German or English - Containing current address, contact details, planned locations of stay in Germany incl. address, period of visit and financing - Original signature - Important: by submitting a detailed letter containing information about the living situation of the foreign spouse living in China, you can help to minimize enquiries and facilitate the visa application process	
<b>8. ID document of the German family member (Copy)</b> - Copy of the passport's or ID's identity page	
<b>9. German family member lives in China:</b> - <b>German family member's residence permit in China (Copy)</b> Provide the work contract of German family member or letter from employer certifying the duration of the work contract in China if current Chinese visa of German family member is only valid for a short period.	

<b>10. German family member lives in Germany:</b> - Applicant's documents related to the living situation in China Example: working contract, employment certificate, proof for freelance activities etc. - Unemployed persons can explain their personal situation and their readiness to return to China in a detailed letter	
<b>11. *Original letter of authorization for visa application/passport return.</b> - Only applicable if your application is submitted by a representative.	
<b>12. *Representative's ID Card or passport(Original + Copy)</b> - Only applicable if your application is submitted by a representative.	
<b>13. Additional documents applicants would like to provide</b>	