



Checklist for Schengen or National Visa: Work permit up to 120 days with authorization

If you are already in possession of the following document:

- ERMÄCHTIGUNG ZUR VISUMERTEILUNG (EINREISEERLAUBNIS)
- AUTORISATION HABILITANT LES REPRÉSENTATIONS SUISSES À DÉLIVRER UN VISA
- AUTORIZZAZIONE PER IL RILASCIO DEL VISTO D'ENTRATA, ALLE RAPPRESENTANZE SVIZZERE

Please send an Email and attach the authorization to newdelhi.visa@eda.admin.ch to find out whether the fingerprints are mandatory.

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| Please submit the documents in the exact order given below, please do not staple any document. | <input checked="" type="checkbox"/> |
| Valid national passport : <ul style="list-style-type: none"> ○ Issued within the last 10 years and with at least 3 months validity after the scheduled return, with at least two blank pages. Handwritten passports and passports with observations regarding the front page (bio data) cannot be accepted. | <input type="checkbox"/> |
| 2 passport size pictures : <ul style="list-style-type: none"> ○ White background, not older than 6 months (size 35 – 40 mm in width, not copied or scanned picture). ○ 1st picture has to be pasted on the top right hand corner of the authorization letter – 2nd picture has to be clipped on the last page of the passport. Stapled or pinned pictures cannot be accepted; for more details, please refer to: http://www.icao.int/Security/mrtd/Downloads/Technical%20Reports/Annex_A-Photograph_Guidelines.pdf | <input type="checkbox"/> |
| Copy of the authorization letter to enter Switzerland. | <input type="checkbox"/> |
| 2 Photocopies of the 1 st page (biodata) and the last page of the passport. | <input type="checkbox"/> |
| <ul style="list-style-type: none"> ○ Visa fee : <ul style="list-style-type: none"> • Adults: EUR 80.00 | <input type="checkbox"/> |