



VISA FOR TOURISM (Visa C)

The complete file should be lodged in 2 sets: 1 original and 1 copy

Please arrange your documents according to this checklist

A. General requirements:

1. [Visa application form](#) dully completed and signed
2. Passport with validity of at least 3 months after the end of the planned journey;
3. Copy of the data page of the passport together with all pages having visas and stamps;
4. One (1) passport sized photo with white background and not older than 6 months; 5. Non-refundable visa application fee to be paid upon submission of visa application;
6. Proof of ties in the Philippines:
 - a) *Proof of social security contributions, if relevant*
 - b) *Copy of real estate property – title-deed, if relevant*
 - c) *Proof of family ties in the Philippines (e.g. birth certificate of children or marriage certificate). These certificates should be issued by the Philippine Statistics Authority (PSA).*

Please note:

This information is essential to correctly assess the intention of the applicant to leave the Schengen area before the expiry of his/her visa.

B. Supportive documents:

Proof of travel

- ⇒ Copy of the travel itinerary. **Do not pay for/buy the ticket until a visa has been granted.** *Note:* If the application is approved, the visa will be issued according to your roundtrip airline ticket reservation

Proof of Travel Medical Insurance

- ⇒ Copy of the insurance issued by accredited companies only ⇒ The insurance should:
- Have a minimum coverage of 30,000 Euros
 - Be valid in all Schengen countries
 - Cover the entire duration of the trip

Proof of financial means of the applicant

- ⇒ Bank certification, bank books, personal bank statements showing regular income, credit card statements or balance covering the last six months
- ⇒ For minors: Proof of parents' or legal guardian's economic means (cf. the above)

Proof of occupation

- ⇒ If employed:
 - Certificate of employment
 - Certificate of leave absence
 - Latest Income Tax Return
- ⇒ If self-employed:
 - Proof of company registration issued by the Department of Trade Industry (DTI)/Securities Exchange Commission SEC registration of business
 - Latest Income Tax Return
 - Business Financial Statement ⇒ If pupil or student:
 - Proof of enrolment
 - Certificate of leave absence if travelling during school year

If travelling with spouse and/or children

- ⇒ Marriage contract certified by the Philippine Statistics Authority (PSA)
- ⇒ Birth certificates of children certified by the Philippine Statistics Authority (PSA)

For Minors

- ⇒ Affidavit of support & consent of parents (specially of the non-travelling parent) or legal guardian
- ⇒ Copy of passport of parents or legal guardian
- ⇒ Birth certificate of the minor issued on National Statistics Office (NSO) security paper
- ⇒ Department of Social Welfare and Development (DSWD) clearance

For non-Filipino applicants who have valid residence status in the Philippines

- ⇒ Copy of Alien Certificate Registration (ACR) valid at least three months beyond the date of departure from the territory of the Member States

C. Documents to submit specifically for Travelling for the purpose of tourism

- ⇒ Proof of accommodation: confirmation of hotel booking, hotel voucher or letter of promise of accommodation by a host
- ⇒ Detailed day-to-day planned trip itinerary

The Embassy may request additional documents during the examination of an application which are not mentioned in the above lists. You are hereby informed that submitting the above-mentioned documents does not guarantee automatic issuance of a visa.

This checklist comprises all documents that are part of my visa-application. I understand that the Embassy will decide on my visa-application based on these documents only. I also understand that in exceptional cases additional documents may be requested by the Embassy, even documents that do not feature on this list at all.

Name:

Signature: