

Name

File n°

**VISA SCHENGEN: TOURISM OR FAMILY OR FRIEND VISIT / BUSINESS / MISSION**

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**DOCUMENTS:**

	<u>Tourism</u>	<u>Business</u>	<u>Mission</u>
1. Passport + copy	<input type="checkbox"/> OK	<input type="checkbox"/> OK	<input type="checkbox"/> OK
2. Form + signature + picture	<input type="checkbox"/> OK	<input type="checkbox"/> OK	<input type="checkbox"/> OK
3. Language form	<input type="checkbox"/> OK	<input type="checkbox"/> OK	<input type="checkbox"/> OK
4. Invitation from Belgium	<input type="checkbox"/> OK	<input type="checkbox"/> OK	<input type="checkbox"/> OK
5. Original letter of guarantee (3bis)	<input type="checkbox"/> OK	/	/
6. Solvability of the guarantor	<input type="checkbox"/> OK	/	/
7. Copy ID card guarantor	<input type="checkbox"/> OK	/	/
8. Family composition guarantor	<input type="checkbox"/> OK	/	/
9. Proof of family relation	<input type="checkbox"/> OK	/	/
10. Proof of work of the applicant (contract, ...)	<input type="checkbox"/> OK	<input type="checkbox"/> OK	<input type="checkbox"/> OK
11. Solvability of the applicant	<input type="checkbox"/> OK	<input type="checkbox"/> OK	<input type="checkbox"/> OK
12. Confirmation letter Vietnamese company	/	<input type="checkbox"/> OK	<input type="checkbox"/> OK
13. Proof of regular business contacts	/	<input type="checkbox"/> OK	<input type="checkbox"/> OK
14. Leave letter of the applicant (work, school)	<input type="checkbox"/> OK	/	/
15. Hotel reservation	<input type="checkbox"/> OK	<input type="checkbox"/> OK	<input type="checkbox"/> OK
16. Ticket reservation	<input type="checkbox"/> OK	<input type="checkbox"/> OK	<input type="checkbox"/> OK
17. Insurance	<input type="checkbox"/> OK	<input type="checkbox"/> OK	<input type="checkbox"/> OK
18. Other documents:	<input type="checkbox"/> OK	<input type="checkbox"/> OK	<input type="checkbox"/> OK

For minors:

19. Birth certificate	<input type="checkbox"/> OK	/	/
20. Consent of parent(s)	<input type="checkbox"/> OK	/	/
21. Other documents:	<input type="checkbox"/> OK	/	/

**Guarantees for return (assessment of migration risk):** 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 (for instance : proof of family bonds with his/her country of origin, proof of regular income and stable source of revenues from the applicant and/or his/her partner, proof of property, bank account, etc.)

**REMARKS – BY VISA APPLICATION CENTER**

**ADDITIONAL DOCUMENTS / INFORMATIONS – BY EMBASSY**

**DECISION - BY EMBASSY**

VISA ISSUANCE

SEND TO IMMIGRATION OFFICE

**Name**

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**I have been informed:**

That my passport will be kept during the process of my visa application.

That an application without the complete set of documents according to the above mentioned checklist may result in a rejection of my visa application.

That additional supporting documents may be requested from the competent authorities.

That in case of refusal, visa fees are not refundable.

Applicant's name and signature \_\_\_\_\_

VFS staff's name and signature \_\_\_\_\_ Date \_\_\_\_\_