



February 2021

Information sheet: SCHENGEN VISA Short Stay with EU or German Spouse/ Parent / Child

This information leaflet has been generated by the German Embassy in Dhaka. It is valid for visa applications in Bangladesh (BGD) if Germany, Estonia or Hungary is your main destination. This leaflet stipulates the legal requirements and can be downloaded free of charge. Applicants are requested to read it carefully and observe the regulations as stated below – see I. till IV.

These requirements are only valid for visit/tourism purposes for the following applicants:

- Applicant with German spouse/parent (for minors)/child (minor)
- Applicant with EU spouse/parent (for minors)/child travelling together
- Applicant with EU spouse/parent (for minors)/child re-joining the same

If the visa shall ONLY be used for other purposes (e.g. business purposes), German/EU-spouse/parent/ are required to state this upon application and need to apply another category.

If the requested visa shall ALSO be used for visit/tourism purposes travelling with or re-joining the German/EU-spouse/ parent/ child as per above, a visit/tourism visa has to be applied for.

Please submit all information regarding the German/EU-spouse/ parent/ child (marriage/birth certificates). No visa fee will be charged.

I. Documents to be submitted:

Sl. No.:	Required Documents:	Submitted:
1.	Application form – available also online – free of charge <ul style="list-style-type: none">• Fully completed in English or German and signed and dated by the applicant (signed by the legal guardian in case of minors, below the age of 18)	<input type="checkbox"/>
2.	Declaration of Consent	<input type="checkbox"/>
3.	Passport <ul style="list-style-type: none">• Validity minimum three months from the date of expiry of the requested visa.• At least two free “visa pages”• Previous passport(s) if applicable• Valid Bangladesh residence permit for non-Bangladeshi applicants (valid at least three months from the date of expiry of the requested visa / intended end of journey)	<input type="checkbox"/>
4.	Two recent biometric passport sized photographs (3.5x4.5cm) Requirements: <ul style="list-style-type: none">• Should not be older than 6 months	<input type="checkbox"/>

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Sl. No.:	Required Documents:	Submitted:
	<ul style="list-style-type: none">• A frontal view of the face covering 70-80% (32-26mm) of the biometric photo• A uniform and white background• Clear facial features• Head coverings are only accepted for religious reasons <p><i>Do not glue or staple the pictures to the application form</i></p>	
5.	Overseas medical insurance (only for spouse/parent/child of German national) (Please check our website for a list of accepted travel health insurances from Bangladesh) Requirements: <ul style="list-style-type: none">• Valid for the entire duration of the requested visa and for all Schengen countries• Coverage for potential treatment of COVID-19 (Corona Virus) must be explicitly confirmed• Minimum coverage 30,000/- Euro and repatriation. (Medical insurances of credit cards are not accepted)• Conditions must be stated either on insurance document or on a separate confirmation letter	<input type="checkbox"/>
6.	Flight reservation (only for spouse/parent/child of German national): <ul style="list-style-type: none">• Flight reservation or travel itinerary	<input type="checkbox"/>
7.	Proof of Relationship: <ul style="list-style-type: none">• Evidence of relationship (e.g. copy of marriage certificate, birth certificate)• Passport copy of German/EU spouse/child/parent	<input type="checkbox"/>
8.	Tourism purpose (only for spouse/parent/child of German national): <ul style="list-style-type: none">• Valid (existing) hotel booking / reservation with full address (name, street, city, zip code, contact information, booking ref.), if necessary letter giving explanations of travel plans; Visit Purpose (e.g. visiting family and friends; only for spouse/ parent/ child of German national): <ul style="list-style-type: none">• Formal obligation letter by the host in Germany giving the guarantee to cover all costs, also in accordance with §§ 66-68 of the Law of Residence, original (no older than 6 months) and in copy sent to the applicant; and /or• Personalized original invitation letter of host in Germany (if not identical with German / EU relative) with full address giving details whether travel expenses of applicant (e.g. meals, travel costs, accommodation) are covered and reflecting purpose of visit including travel itinerary; and /or• Personalized letter of German/ EU spouse/parent/child with full address giving details where stay is going to take place (address	<input type="checkbox"/>



Sl. No.:	Required Documents:	Submitted:
	<p>in Germany), who covers travel expense of applicant (e.g. accommodation, meals, travel costs) and reflecting purpose of visit including planned travel itinerary.</p> <p>Note: If applicant covers own expenses, further documentation is required (e.g. bank statements, etc.)</p>	
9.	<p>If employed by a company in Bangladesh: (only for spouse/parent/child of German national)</p> <ul style="list-style-type: none">• Letter from local employer including name, postal address and telephone number of sponsor/company, with details regarding applicant's working position, starting date of employment, salary and timeframe of work leave (expected date to resume duties) and purpose of travel. <p>If self-employed: (Documents need to be translated into either German or English)</p> <ul style="list-style-type: none">• Trade license issued by City Corporation/Union Parishad and Incorporation Certificate/Memorandum issued by Office of Registrar of Joint Stock Company, if applicable• Income tax return• Company's bank statements for the past six months, mentioning overdraft limit (if any overdraft limit) <p>If student:</p> <ul style="list-style-type: none">• Proof of enrolment in educational establishment in Bangladesh• Certificate of leave of absence if travelling during school year. The certificate should mention full address, telephone number, permission of absence; name and function of the person granting permission	<input type="checkbox"/>
10.	<p>Proof of financial means of the applicant in Bangladesh, e.g. original personal bank statements of at least the last 6 months before application, personal property, assets, others...</p>	<input type="checkbox"/>
11.	<p>Documents related to civil status: Documents need to be translated into either German or English</p> <ul style="list-style-type: none">• Marriage Certificate – if married (also “Nikah Nama” both in Bangla and English, for Muslim marriage in A4 size Photocopy)• Divorce certificate (“Talak Nama”) – if divorced• Death Certificate – in case you are a widow or widower• Birth Certificate of your children – if you have children	<input type="checkbox"/>
12.	<p>Additional photocopies:</p> <ul style="list-style-type: none">• Passport copy of pages containing personal data• Copy of valid Bangladesh residence permit / visa (applicable only to non-Bangladeshi applicants)• Copies of previous Schengen, US, Canada or UK visa, if applicable	<input type="checkbox"/>



Sl. No.:	Required Documents:	Submitted:
13.	Additional documents for minors below the age of 18 (if applicable) – proving legal parenthood: <ul style="list-style-type: none"> • Copy and German or English translation of either birth certificate / proof of adoption / custody decree, if parents are divorced or where applicable death certificate of parent “Letter of consent” from legal guardian, including passport copies of legal guardian 	<input type="checkbox"/>

- ❖ NOTE: Special rules might apply for some nationals which passports are not recognized by the German authorities. You might be requested to come personally to the Embassy. Visa processing will take more time.

II. Information for the applicant on **Terms and Conditions** of the visa process:

- Applications can also be filed using the online VIDEX application www.videx.diplo.de. Applicants are requested to thoroughly check all entries in their written application (paper and/or the electronic “VIDEX”) prior to submission. Responsibility for all given information lies within the applicant himself.
- Only complete applications can be accepted; non-submission of necessary documentation may lead to refusal of visa application.
- All visa fees must be paid upon submission of the above in cash (BDT) only.
- The processing time at the Embassy due to necessary and obligatory legal requirements takes up to 15 calendar days. Applicants are requested to apply well in advance, but – due to legal requirements - not more than 3 months prior to the intended date of journey. Status updates during the regular processing time are not entertained.
- During the whole processing time the passport has to remain with the German Embassy. Passports can only be withdrawn if a written request by the applicant himself is presented to the Embassy. Consequently, the application will be cancelled / withdrawn and the passport returned within 2 working days.
- False or falsified documents, incl. fake bookings, will lead to the refusal of visa and /or further consequences.
- The German Embassy Dhaka reserves the right to ask for additional documents and /or call applicant for an interview.

III. REMARKS to be filled out by VFS staff (please tick, what is relevant):

- √ Applicant has NO Schengen Visa previous Schengen Visa (please attach copies)
- √ Applicant travels alone with family member/s
- With a group as
- (Please specify e.g. colleague, escort, sponsor)
- √ Applicants documents are complete NOT complete due to incomplete docs



Embassy
of the Federal Republic of Germany
Dhaka

- Applicant has been informed of option to withdraw application to complement the same to avoid refusal.
- Applicant wishes to submit application.

Other Remarks:

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IV. SIGNATURES and AGREEMENT

a) For Visa Applicant:
I HAVE READ AND AGREED TO THE TERMS AND CONDITIONS VALID FOR THE VISA APPLICATION AS PER ABOVE.

b) For VFS staff:
APPLICANT HAS BEEN INFORMED OF THE ABOVE. THE REMARKS HAVE BEEN COMPLETED TOGETHER WITH APPLICANT.

Dhaka,

City and Date
(signature of applicant)

Dhaka,

City and Date
(signature of VFS Staff)