



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 or Estonia 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. through 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 for another category of visa.

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 (documents other than in English and in German need to be translated into English or German):

Sl. No.	Required Documents	Submitted
1.	Completely filled out and signed Schengen visa application form. Please use the VIDEX website (https://videx.diplo.de/videx/visum-erfassung/videx-kurzfristiger-aufenthalt) to fill out the application online. Please ensure to print and submit all pages of the application form including the barcodes.	<input type="checkbox"/>
2.	Filled out and signed Declaration of Consent. (https://dhaka.diplo.de/blob/2157316/f09d693ebec056cf648a90d9b0939a26/declaration-of-consent-data.pdf)	<input type="checkbox"/>
3.	<ul style="list-style-type: none">• Valid passport with minimum three months validity from the date of expiry of the requested visa and 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.	One recent biometric passport sized photograph (35x45mm, white background, 70%-80% face coverage); Head coverings are only accepted for religious reasons. (<i>Do not glue or staple the picture to the application form</i>)	<input type="checkbox"/>
5.	Overseas medical insurance (only for spouse/parent/child of German national):	<input type="checkbox"/>

Address

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visa@dhak.diplo.de

Website

www.dhaka.diplo.de



Sl. No.	Required Documents	Submitted
	<ul style="list-style-type: none">Valid for the entire duration of the requested visa and for all Schengen countriesMinimum coverage 30,000,- Euro and repatriation. (Medical insurances of credit cards are not accepted)	
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; Purpose of visit (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/orPersonalized 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 the purpose of the visit including travel itinerary; and/orPersonalized letter of German/EU spouse/parent/child with full address giving details where stay is going to take place (address in Germany), who covers travel expenses of applicant (e.g. accommodation, meals, travel costs) and reflecting the purpose of the visit including planned travel itinerary. Note: If applicant covers own expenses, further documentation is required (e.g. bank statements, etc.)	<input type="checkbox"/>
9.	If employed by a company in Bangladesh: (only for spouse/parent/child of German national): <ul style="list-style-type: none">Letter from local employer including name, 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) If self-employed: <ul style="list-style-type: none">Copy of the valid trade license of your own company in BangladeshCopy of Certificate of Incorporation with Memorandum of article (only the pages with the name of the shareholders of the company), if applicableOriginal company's bank statements for the past 6 months, mentioning overdraft limit (if any overdraft limit); If student: <ul style="list-style-type: none">No Objection Certificate from school/college/university	<input type="checkbox"/>

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Sl. No.	Required Documents	Submitted
10.	Original personal bank statements of at least the last 6 months before application and proof of other financial means and assets (e.g. DPS, FDR, holding tax payment receipt etc.).	<input type="checkbox"/>
11.	Documents related to civil status: <ul style="list-style-type: none">• Copy of Marriage Certificate – if married (also “Nikah Nama” both in Bangla and English, for Muslim marriage)• Copy of Divorce Certificate (“Talak Nama”) – if divorced• Copy of Death Certificate – in case you are a widow or widower• Copy of Birth Certificate of your children – if you have children	<input type="checkbox"/>
12.	Additional photocopies: <ul style="list-style-type: none">• Passport copy of pages containing personal data• Copy of valid Bangladesh residence permit (applicable only to non-Bangladeshi applicants)• Copies of previous Schengen, US, Canada or UK visa, if applicable	<input type="checkbox"/>
13.	Additional documents for applications of minor applicants(age of below 18): <ul style="list-style-type: none">• Application form and declaration of consent both have to be signed by father and mother or legal guardian• -Passport copy (biometric and address page) of the applicants father and mother/legal guardian If anyone other than father and mother/legal guardian submits the application: <ul style="list-style-type: none">• Proof of custody/legal guardianship either by submitting custody order from family court or• Power of Attorney from father and mother/legal guardian (if father and mother/legal guardian is abroad then it must be authenticated by competent authority in abroad)	<input type="checkbox"/>

- ❖ NOTE: Special rules might apply for some nationals whose passports are not recognized by the German authorities. You might be required to come personally to the Embassy. In this case visa processing will take more time.

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

- All photocopies should be in A4 size
- Only complete applications will 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 six months prior to the intended date of journey. Status updates during the regular processing time will 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/herself is presented to the Embassy.

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Consequently, the application will be cancelled/withdrawn and the passport returned within 3 working days.

- False or falsified documents, including 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 travels alone with family member/s
 With a group as
 (please specify e.g. colleague, escort, sponsor)

IV. Signatures and agreement:

a) For visa applicant:

I have taken note of all the regulations and remarks as mentioned from I. to III. on the checklist. I have been informed that VFS Global does not have any influence on the decision about a visa application!

I confirm that the VFS officer has noted all documents submitted by me and that I want the application in its present form to be forwarded to the German Embassy Dhaka. I am aware that original documents not submitted with a copy will be kept by the visa section.

b) For VFS staff:

I confirm that above checklist has been filled out together with and signed in front of me by the applicant.

Dhaka,

Name of the applicant:

City and Date

Signature of the applicant:.....

Dhaka,

Name of the VFS Staff:.....

City and Date

Signature of VFS Staff:.....

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