

Information sheet: SCHENGEN VISA

Short Stay with EU relatives

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 EU relative re-joining them in Germany /Estonia for a short-stay
- Applicant with EU relative travelling with them to Germany /Estonia

If the visa shall ONLY be used for other purposes (e.g. business purposes). Applicants are required to state this upon application and need to apply for another category of visa.

No visa fee will be charged.

I. Documents to be submitted:

Sl. No.:	Required Documents:	Submitted:
1.	Completely filled out and signed Schengen visa application form. Please use the VIDEX website 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.	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.	One recent biometric passport sized photograph (35x45mm, white background, 70% - 80% face coverage); Head coverings are only accepted for religious reasons. (Do not glue or staple the picture to the application form)	<input type="checkbox"/>
5.	Short information about the travel itinerary or plan of travel	<input type="checkbox"/>
6.	Proof of relationship: <ul style="list-style-type: none"> • Evidence of relationship (e.g. copy of marriage certificate, birth certificate) • Passport copy of EU relative 	<input type="checkbox"/>
7.	Additional photocopies: <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"/>
8.	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: 	<input type="checkbox"/>

Sl. No.:	Required Documents:	Submitted:
	<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) 	
9.	<p>Additional documents for all relatives except spouses, children under 21</p> <ul style="list-style-type: none"> • Proof that the EU citizen pays alimony to the applicant regularly 	

NOTE: Special rules might apply for some nationals whose 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:

All photocopies should be in A4 size. Documents other than in English and in German need to be submitted along with the translation in English or German.

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 be entertained.

During the whole processing time the passport has to remain with the German Embassy. Passports can only be withdrawn if the applicant withdraws their application.

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. Only complete applications will be accepted; non-submission of necessary documentation may lead to refusal of visa application.

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 AGREEMENTFor 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.

For VFS staff:

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

Dhaka,

City and Date

.....
(signature of applicant)

Dhaka,

City and Date

.....
(signature of VFS Staff)