

Schengen Tourist Visa & Family Visit Visa Checklist

1. All Passport (Latest passport minimum 6 months validity)
2. NID (For Adults)
3. Birth Certificate (for child)
4. Lab print Passport Size Recent Color Photo with white background (2 copies)
5. Student ID Card (for students)
6. Tuition fee slip for last 6 months (for students)
7. Job ID Card (for service holders)

8. Financial Support: (for businessmen)

- I) Company Bank Statement for the last 6 months
- II) Company Bank Solvency Certificate
- III) Personal Bank Statement for the last 6 months
- IV) Personal Bank Solvency Certificate
- V) FDR (if any)
- VI) Assets Evaluation – Land/Properties
- VII) Share Portfolio Statement (if any)

Financial Support: (For Service Holder)

- I) Salary Bank Statement for the last 6 months
- II) Salary Bank Solvency Certificate
- III) Salary Certificate From Office
- IV) Pay Slip for the last 3 Months
- V) Personal Bank Statement for the last 6 months
- VI) Personal Bank Solvency Certificate
- VII) FDR (if any)
- VIII) Assets Evaluation – Land/Properties
- IX) Share Portfolio Statement (if any)

09. Trade License (updated) (for businessmen)
10. Memorandum for Limited Company (only ages where directors' names are mentioned)
11. E-Tin Certificate –Personal and Company (for businessmen)
12. E-Tin Certificate –Personal (for service holders)
13. Tax Certificate and Tax Return Certificate for the last 3 years (personal)
14. Company Tax Certificate and Tax Return Certificate for the last 3 years (for businessmen)
15. VAT Registration Certificate (if any)
16. Invitation Letter or Hotel Booking
17. Marriage Certificate (if any)
18. Business Card
19. NOC
20. Forwarding letter with company pad (for businessmen)
21. Travel Insurance