



## TLSCONTACT VISA APPLICATION CENTRE – UNITED KINGDOM

### LIST OF DOCUMENTS

#### TOURISM - CULTURAL VISA

*Tourism-Cultural (less than 90 days)*

All documents submitted must be in English, French, Dutch or German. The foreign official documents must be legalised or carry an apostil, unless an exemption is provided in a treaty.

All the relevant information on this formality is available on the website of the [SPF Foreign Affairs](#). For further information please [click here](#).

### MANDATORY DOCUMENTS

**A duly completed and both signed VisaOnWeb application form (Signed copy)**

- The VisaOnWeb form with the bar code is available once the registration via [VisaOnWeb](#) is completed. Please note that will be the only application form accepted

**Passport (Original)**

- A signed full national private passport or official travel document issued less than 10 years ago;
- Valid for at least more than 3 months beyond the validity of the requested visa;
- With two blank pages side by side with the mention 'visa' to affix the visa sticker;
- And without any damage.

**2 ID photos meeting the ICAO standards**

- attached with a paper clip;
- in color;
- size 3.5cmX4.5cm
- white plain background;
- Less than 3 months old.

**Original and Copy of your UK residence permit**

- Should be valid for 3 months after the intended departure date from the Schengen-zone.

**Copy of the passport bio-page**

- Page with photo.

**Proof of the relationship (Original) - For EU family members**

- Marriage or birth certificate both the original and a copy, the original will need to be seen at the time of interview, but will be returned to you.



- *No need to be legalised / apostilled when issued by one of the EU Member States)*
- **Marriage/Birth certificates** or recent certified true copies thereof issued outside one of the EU Member States need to be legalised / apostilled by the national competent authorities in the country of issuance and, in case of legalisation, by the Belgian representation in the country of issuance;
- Certificates and official documents must be translated if not issued in either English, German, Dutch or French
  - *Original passport or original national ID card of the EU national as well as the copy.*

**Proof of your status/situation in the UK (Original)**

- *For employees: a letter from your employer;*
- *For students: a letter from your educational establishment;*
- *For independents (self-employed): a letter from your accountant.*

**Proof of sufficient financial means to support yourself during your trip which can be ~~the~~ (Copy)**

- *3 most recent months' bank statements (including name and address) or*
- *3 most recent pay slips or*
- *Copy of credit card with most recent credit card statement or*
- *Prepaid-Cash card + receipt in applicant's name.*

**Transport - The documents indicating the purpose of your journey (Copy)**

- *e.g. documents relating to the itinerary, in other words confirmation of the reservation of an organised trip or any other substantiating document indicating the travel program envisaged.*

**The documents relating to accommodation**

- *e.g. in the case of a stay in a hotel, guesthouse, etc;*
- *a supporting document from the establishment offering accommodation or any other substantiating document indicating the type of accommodation envisaged, etc.*

**Copy of valid travel health insurance**

- *covering any costs of repatriation for medical reasons, emergency medical care and/or emergency hospital care or death during your stay/s on the SCHENGEN territory. This insurance must be valid for the whole of this territory and the whole of the stay. The minimum cover is 30,000 EUR. [EHIC cards are not accepted as proof of valid travel health insurance].*

**For minors travelling alone or with one parent (Original)**

- *For **minor children** we also require the birth certificate, authorisation letter signed by both parents and copy of both parent's passports. [Please note the file might have been provided under the visa document for EU family members only, please see above]*

**Additional documents, even if not featured in the list above, may be required by the Embassy. The applicant is hereby informed that submitting the above-mentioned documents does not guarantee automatic issuance of a visa.**

**IMPORTANT REMARK:** *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, etc.).*

*This information is essential to correctly judge the intention of the applicant to leave the Schengen area before the expiry of his/her visa.*