



Checklist for Schengen Visa

— visit —

Before submitting your application at the German Embassy in Wellington, please prepare the following documentation:

<input checked="" type="checkbox"/>	
<input type="checkbox"/>	valid passport (issued within the last 10 years and with at least 3 months validity after the scheduled return; with at least two opposite empty pages) including re-entry visa to New Zealand, valid for at least 3 months after your scheduled return to New Zealand.
<input type="checkbox"/>	application form & declarations duly signed
<input type="checkbox"/>	1 copy of your passport's data page
<input type="checkbox"/>	valid travel health insurance for your whole stay in the Schengen Area. Only New Zealand or German/European insurance policies are acceptable.
<input type="checkbox"/>	Invitation letter from the person you are visiting in Germany
<input type="checkbox"/>	for minors: - If travelling unaccompanied by parent(s), consent letter signed by both parents & applicant - Form signed by both parents - Copy of the parent(s)' passports data page and child's birth certificate
<input type="checkbox"/>	- leave letter of your company (if employed) - no-objection certificate of school or university (if student)
<input type="checkbox"/>	flight reservation , rail tickets, others
<input type="checkbox"/>	proof of accomodation for your entire stay in the Schengen area
<input type="checkbox"/>	Proof of sufficient funds for the visit: If sponsored: Verpflichtungserklärung (formal obligation letter) of your sponsor If self-sponsored: Personal bank statements of the past 3 months with sufficient funds
<input type="checkbox"/>	Proof of financial status: If employed : Payslips of the past three months / employment contract If self-employed : Certificate of Proprietorship or other proof of ownership (proof of land title, proof of income) etc.)
<input type="checkbox"/>	1 passport photo according to biometric specifications, not older than 6 months
<input type="checkbox"/>	Visa fees (payable by cash, cheque or credit card). There is no fee for applicants whose spouse or children are EU-citizens. Please include copy of marriage certificate/birth certificate as well as spouse's or child's EU-passport
<input type="checkbox"/>	self-addressed courier envelope – if you are not picking up the passport in person

Please note:

Original documents need to be presented in the given order. Should you wish to keep any original, kindly provide a copy (A4 size). Please DO NOT staple any documents. Please note that the German Embassy reserves the right to ask for additional documents. Submission of the above-mentioned documents does not guarantee that a visa is granted. Submission of incomplete documentation may result in the rejection of your application.

The Embassy will accept applications 3 months before travel **at the earliest.**

as of 02.07.2018