VISAMETRIC

Checklist for Schengen visa application: Family Members (Spouses, Parents and Children) of German Citizens

Botschaft der Bundesrepublik Deutschland Dublin

Please organise all documents according to this list in the given order.

□	VIDEX application form fully completed including declaration Section 54 (2) 8 Residence Act, duly signed
□	For applicants under 18: - at least one parent must be present when the application is made - • birth certificate or proof of guardianship • recent letter from school, signed • passports of all guardians and Irish residence permit For minors travelling alone or with only one parent: written consent to the intended journey, signed by all guardians and certified by notary public or Garda
□	**Valid passport – original** • Signed by the holder • with at least two consecutive blank pages • valid for at least 90 days beyond the return date of the trip to the Schengen Area • issued within the last 10 years
□	**1 copy of the passport,** including all pages with entries/visas
□	**Irish re-entry visa or Irish residence permit (IRP)** – valid for at least 1 month beyond the intended departure from the Schengen area (original + copy)
□	**1 biometric passport photo (35x45mm)**, not older than six months with a bright background and frontal view of the face. Digitally altered passport pictures will not be accepted.
□	**Travel itinerary:** flight reservations (intended or booked flights) or train/ ferry tickets
□	**Proof of accommodation:** **Tourism:** • Confirmed hotel/hostel/B&B reservation(s) or other lodgings covering the whole duration of your stay in Germany and, if applicable, in other Schengen countries. • Names of all applicants must be shown on the reservation. • If you booked a tour: booking confirmation or any other appropriate document, e.g. travel plan. • If you are going on a school trip: letter from the school confirming the trip. **If visiting family or friends:** Invitation letter from the host: • Formal declaration of obligation "Verpflichtungserklärung" (not older than 6 months), or • Invitation letter from Germany and passport copy/copy of residence permit of the host (signed, dated and not older than 30 days).
□	**Proof of funds for the trip:** • bank statements of the last 3 months and • last 3 months pay slips or • sponsorship letter by a 3rd party, copy of the sponsor's passport, a recent bank statement and pay slip ***Proof of income for the last 3 months, regardless of whether it is issued weekly, bi-monthly, or monthly. This requirement also applies to the sponsor.**
□	**Proof of occupation:** • employed: work permit or employers' letter (not older than 30 days) • self - employed: your company's registration certificate • students: a recent letter from your university/college/school + if applicable, proof of (part-time) employment (not older than 30 days) • pensioners: pension booklet • unemployed: permission of your local social welfare office of your trip + proof of the weekly/monthly social welfare payments • Au-Pair: valid au-pair contract

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□	**Travel insurance:** • in the name of the applicant, valid for the Schengen area + the whole duration of the first planned trip • minimum coverage of 30,000, - € + sports coverage if applicable. Insurance that is contingent on a bank account is not acceptable (e.g. Revolut). • cover for COVID 19 should not be excluded
□	**Proof of address:** for example, a household utility bill or a bank statement (not older than 2 weeks)

Please note that the German Embassy Dublin reserves the right to ask for additional documents at any time during processing. Submission of the above-mentioned documents does not guarantee that a visa is granted.

- Parents applying under this category through their German citizen child may only do so if their child is under 21 years of age.
- No visa is required if your IRP card bears the remark “Stamp 4EU FAM”, whether you are travelling with or without your spouse/child. While travelling, please carry your marriage/birth certificate to prove your family relationship.