## REQUIREMENTS FOR A SCHENGEN VISA (Czech Republic)

### South African passport holders do require visas.

<table>
<thead>
<tr>
<th><strong>Which country to apply through</strong></th>
<th>The country of your longest stay will issue your Schengen visa. Only if your stay in the Schengen states is the same number of days in each country would you apply through the country of the first port of entry.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Passport (&amp; Photocopy)</strong></td>
<td>Valid for 3 months after return date with at least 2 blank consecutive pages. Photocopy of PP biometric pages as well as any previous Schengen visas required. <strong>Foreign Passports</strong>: Original S.A. Permit &amp; a copy (Valid for a minimum of 3 months after your return date)</td>
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<tr>
<td><strong>Visa Appointment</strong></td>
<td>Capturing of Biometric data (fingerprinting) <strong>Visas Unlimited will schedule the necessary appointment &amp; make payment on behalf of the applicant.</strong> <strong>Visas Unlimited representatives will Meet &amp; Greet the applicant at the lodgement centre to guide them through the process.</strong> Although the Visa Information System (VIS) onto which an applicant’s biometric data is captured allows Schengen states to exchange visa data, it does not allow a Schengen state to issue a visa using existing (VIS) biometric data captured by another Schengen state. If the applicant is visiting the same Schengen State where his biometric date was captured he may not need to appear again in person for a period of 5 years.</td>
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<tr>
<td><strong>Application form</strong></td>
<td>One application form, to be completed by each applicant. Failure to complete the <strong>application form</strong> in full may result in the visa being delayed/refused. <strong>Sections 36 and 37 - MUST</strong> be signed and dated (even if not a minor) and the Declaration that the visa fee is non-refundable</td>
</tr>
<tr>
<td><strong>Photographs</strong></td>
<td>Two recent colour photos per application. Biometric photographs (35x45mm) must be on a white background, no teeth showing etc.</td>
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<tr>
<td><strong>Accommodation</strong> (not required for EU family member)</td>
<td>Copy of confirmed, pre-paid accommodation for the entire stay in Czech Republic faxed from hotel in Czech Republic, including proof of all accommodation for Schengen or non Schengen states you may be visiting during your stay. Applicants visiting relatives/friends must provide an invitation letter PLUS a copy of the host ID or passport.</td>
</tr>
<tr>
<td><strong>Airline Ticket + proof of transport</strong></td>
<td>Copies of return flight bookings from South Africa as well as entry into/out of Czech Republic or other Schengen countries must be provided with name of applicant clearly reflecting on the booking confirmation (train tickets/car rental/airports/car trips/bus etc). If applicant is being collected by EU Citizen – please provide copy of EU drivers licence, Car registration and short letter.</td>
</tr>
<tr>
<td><strong>Travel insurance</strong> (not required for EU family member)</td>
<td>1st &amp; 2nd pages of Health insurance policy (policy wording or claim form no required) Must display the name of applicant, policy number, amount (minimum 30,000 Euro) and duration of cover. Must state valid Schengen Countries. Insurance must provide for evacuation, repatriation and emergency transportation as well as emergency on/out of hospital medical treatment. <strong>No quotations are accepted.</strong></td>
</tr>
</tbody>
</table>
| **Bank Statements** (not required for EU family member) | **RECENT** - 3 months original bank statements. Applicants name must appear on the statement, the statement must be in English. **No Afrikaans bank statements will be accepted** If employed (and/or self-employed) an original letter from the employer is
Employers letter
(not required for EU family member)
required stating; Position held, period of employment, exact dates of your leave & expected date of return. Self employed – required a copy of cc docs. Or SARS tax returns.
If you are stating "no occupation" (point 19 on form) – please add letter of explanation or if retired a copy of SASSA card of pension fund certificate.

EU FAMILY MEMBER
To qualify for a free visa please add these additional documents
Spouse: 1)ORIGINAL UNABRIDGED MARRIAGE CERTIFICATE & a copy
2) Copy of Spouse EU passport
Child u/21years: 1)ORIGINAL UNABRIDGED BIRTH CERTIFICATE & a copy
2)Copy of parent EU passport & Copy of parent air ticket

Business Travellers
(These documents are in addition to rest on list)
Employment letter: If employed (and/or self-employed) an original letter from the employer is required stating; Position held, reason for Business travel & exact dates of travel. Self employed – required a copy of cc docs. Or SARS tax returns.
Invitation letter: Official letter from company being visited required; must state nature of business and dates

Children under 18years
Children u/12 do not need to go in person for biometrics
(These documents are in additional to rest on list)
Parental Consent: Only required if one or neither parents are travelling with minor. Affidavit giving consent for the child to travel, this must be certified by a Commissioner of Oaths.
Unabridged Birth Certificate: ORIGINAL certificate plus a copy & certified copies of BOTH parents passports or ID documents.
Letter from school/University/College: A signed letter declaring that the minor is a pupil/student currently registered at the institution and they are aware of the travel dates.
Proof of funds: Signed letter confirming the person responsible for cost of minor travels plus copies of the Original Bank Statements as proof.

Cost
Complete pricing and quotes can be obtained through our website. Our service includes collection and delivery to and from your office/ home within an approximate 60km radius of CBD

Processing times
10 working days. Please be advised that foreign passport holders processing times may differ. Visas for final destination must be obtained before applying for a Schengen visa. The Embassy reserves the right to issue a visa and may ask for additional documents, if it deems necessary.

Countries that participate in the Schengen agreement
Austria, Belgium, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden, and Switzerland.

VISAS AND PASSPORTS UNLIMITED
Tel: (011) 452-4646
Fax: 086 613 5212

Download visa forms from:
www.visasunlimited.co.za

Visas Unlimited & Passports Reg. No. 2004/056222/23
Member: DB Nicholson (SA)

Please note: Quoted prices are subject to change without prior notice.