REQUIREMENTS SCHENGEN VISA

Minimum requirements for a Schengen Visa for a stay not longer than 90 days.
Additional documents may be requested by the Embassy.
Applications are treated within 15 days but might take 30 days in special cases and for certain nationalities.
Applicants should apply in person at the Embassy.
Visa fee is due upon introduction of the application and is currently € 60 (to be paid in Uganda Shillings).
Children between 6-11 pay € 35
Fees are non-refundable

ALL APPLICANTS MUST SUBMIT THE FOLLOWING:
(ORIGINAL PLUS ONE PHOTOCOPY)

1. One application form duly completed and signed by applicant
2. Two biometric identical colour passport photographs (3.5 cm x 4.5 cm) not older than six months, bright (white) background
3. Passport not older than 10 years, valid for at least three months after intended return journey. The passport must have at least two empty pages.
4. Nationals other than Ugandans must be able to show a valid residence permit and re-entry permit for Uganda
5. Copy of passport bio-data page including page with passport file number (stamp passport office) and copies of all previous Schengen visas and residence permits
6. Proof of medical insurance for the duration of stay, minimum cover of Euro 30,000 and valid for all Schengen countries (please see the list of travel insurances accepted by the Schengen embassies in Uganda)
7. Airline reservation (please note that an air ticket is not required!)
8. Proof of personal regular income or means of subsistence (i.e. salary certificates, bank statements covering the last 3 months) Even if you don’t pay the travel costs yourself. (Housewife’s or students: Letter, Bank Statements, Passport copy from the Person, who sponsors your life in Uganda)
9. Employees/Students:
   Introduction letter from Ugandan company/University/School including postal address and telephone number necessity of the business trip, the precise activities of the organization, how long the applicant has been with the company and his monthly income.
   Self Employment:
   Official documents of the business in Uganda (e.g. “Certificate of Incorporation” and “Trading Licence”), financial status of company

ADDITIONAL FOR MINORS

10. Notarized Consent Letter from Both Parents (if applicable sole custody order)
11. Birth Certificate of the applicant
12. Passport Copies for both parents

SUPPLEMENTARY DOCUMENTS TO SUBMIT FOR:

BUSINESS/CONFERENCE TRIP

13. A recent and signed formal invitation from your business partner/organisation stating duration and purpose of the visit and – if applicable – funding to the journey
   PLEASE NOTE: Business letters in the form of photocopies, emails and printed PDF files are not accepted.
14. Proof of financial status of the company (i.e. bank statements covering the last 3 months)
15. Proof of hotel reservation

‘SELF FUNDED’ TOURIST VISA WITHOUT INVITATION

13. Itinerary and confirmed hotel booking covering all your stay in the Schengen countries
14. Proof of sufficient funds to support yourself during your stay (e.g. bank statements of current account, salary slips of the last 3 months, valid credit cards … )

VISITORS VISA (FAMILY/FRIENDS)

13. A signed invitation from your host stating at which address the applicant is going to stay, the nature of the relationship and the purpose of the visit
14. Passport copy from your host in Germany, Austria or Estonia (data page and page with residence permit if your host is not German/Austrian/Estonian)
15. In case of family visit: relevant documents to proof the family relationship (e.g. marriage/birth certificates)
16. Original formal obligation letter before the aliens authority of a person living in Germany/Austria given the guarantee to cover all costs in accordance with §§ 66 – 68 of the Law of Residence (not possible for applications to Estonia) or proof of own means of living.
   Please note that cash is no acceptable proof.

PLEASE BE ADVISED THAT SUBMITTING ALL REQUIRED DOCUMENTS IS NOT A GUARANTEE THAT A VISA IS GRANTED AND THAT A VISA IS NO GUARANTEE OF ACCESS TO THE SCHENGEN TERRITORY.

Address: 15, Philip Road
Website: www.kampala.diplo.de
Kololo/Kampala
Email: info@kampala.diplo.de
02/2018