

## Republic of Austria

### Visa Note & Fees

#### Tourist

- ✓ Application form to be filled in completely and signed by the applicant
- ✓ Two recent passport-size (35-45 mm in width) photographs in color according to EU norms. The photographs must be: no more than 6 months old, close up of your head and top of your shoulders so that your face takes up 70-80% of the photograph, photographs taken with a digital camera must be high quality color and printed on photo-quality paper.
- ✓ The passport should be valid for at least three months beyond the intended duration of stay with two blank pages in the Schengen territory. Passports valid for more than 10 years will not be accepted as the main required travel document. It is mandatory to have two blank pages opposite to each other.
- ✓ Proof of airline reservation for a round trip e.g. reservation slip. Ticket should not be bought until a visa is guaranteed or issued
- ✓ Proof of accommodation: hotel reservation including the name of the hotel, phone numbers and hotel booking code, guarantee of host, etc.
- ✓ Overseas medical insurance valid for all Schengen-countries with a minimum coverage of 30,000 EURO. The insurance has to cover all risk e.g. accident, illness, etc. Insurance policies have to be submitted with an English or German translation. The policy has to clearly specify the period of validity and has to cover the date of arrival & departure has to be submitted in original along with a photocopy. Approved list of Indian Travel Insurance Companies providing Travel Medical Insurance for Schengen Visa:
  1. Apollo Munich Health Insurance Company for the age group of 6 months to 70 years.
  2. Bajaj Allianz General Insurance Company for the age group of 6 months to 70 years.
  3. Cholamandalam MS General Insurance Company for the age group of 0 month to 70 years.
  4. Future Generali India insurance Company for the age group of 6 months to 70 years.
  5. HDFC ERGO General Insurance Company for the age group of 3 months to 70 years.
  6. ICICI Lombard General Insurance Company for age group of 3 months - 85 years (Policies for schengen Countries).

7. IFFCO - Tokio General Insurance Company for the age group of 3 months to 70 years.
  8. National Insurance Company for the age group of 6 months to 60 years (Schengen Plan 61 to 80 years).
  9. Reliance General Insurance Company for the age group of 3 months to 70 years.
  10. Royal Sundaram Alliance Insurance Company for the age group of 3 months to 70 years.
  11. Star Health & Allied Insurance Company for the age group of 6 months to 70 years.
  12. Tata AIG General Insurance Company for the age group of 6 months to 55 years (Silver Schengen Plan 56 to 70 years and Senior Schengen Plan 71 to 79 years).
  13. The New India Assurance Company for the age group of 0 month to 60 years.
  14. The Oriental Insurance Company for the age group of 6 months to 60 years.
  15. United India Insurance Company for the age group of 0 month to 65 years.
  16. Universal Sompo General Insurance Company for the age group of 0 month to 70 years.
- ✓ Cover letter explaining the purpose of the trip and a detailed itinerary detailing each location to be visited and duration of stay at each location
  - ✓ Valid permit to return to India e.g. valid resident or return visa for citizens of other countries residing in India (if applicable)
  - ✓ Proof of Employment.
    1. Employment letter from the current organization stating the position, the tenure and contact details.
    2. Income/ salary slip covering last three months.
    3. No objection certification from the organization confirming the leave status.
  - ✓ If you are self-employed; a letter from your lawyer, chartered accountant/The Chamber of Commerce including income statement or income tax return for last three (3) years
  - ✓ For students, a permission letter from school/college, including phone numbers and address, confirming the leave for specified period of travel (if applicable)
  - ✓ Proof of sufficient funds
    1. Original bank statements of last three (3) months including address & telephone number of the bank
    2. Traveler's Cheques etc.
    3. Note: Credit cards and cash are not accepted as proof of financial means but credit card statements can be submitted as supporting document.

- ✓ In case of a minor
  1. A no objection certificate should be produced by parents in case minor is travelling alone
  2. A minor accompanied by one parent should also produce a no objection certificate by the other parent attested by a notary.
- ✓ Copy of passport, visa/s and stamps (if any)
- ✓ Applicant can be asked for additional documents or may be called for an interview if deemed necessary by the Embassy.
- ✓ Please make sure that Air Ticket, Invitation, Insurance and Covering Letters have matching dates. All supporting documents must be submitted together- in original and duplicate/photocopy.
- ✓ Application form, declaration & undertaking and requisite document must be signed by the Applicant. Representative and Travel Agents must bring the above signed documents at the time of submission.

The visa fee for application to the Austria Visa Application Centre can be made by a Demand Draft in favor of 'VFS GLOBAL SERVICES PRIVATE LIMITED' payable in the respective cities, in New Delhi, Mumbai, Jalandhar, Chennai, Bangalore and Kolkata. The visa fee, according to Schengen regulations, is non-refundable. Applicant can also pay the visa fees in cash at the application centre by paying an additional service charge of INR 57 (Inclusive of service tax 12.36%).

<b>Visa Category</b>	<b>Visa Fee</b>
Children age 6-12 years	Rs. 2810
VFS Service Charges	Rs. 640
For all categories	Rs. 4810

**Important** : The visa fee mentioned above excludes Kibria's service charge for visa processing.

## Business

**Note:** Please make sure that Air Ticket, Invitation, Insurance and Covering Letter must have matching dates. All supporting documents must be submitted together- in original and duplicate/ photocopy.

- ✓ Application form to be filled in completely and signed by the applicant
- ✓ Two recent passport-size (35-45 mm in width) photographs in color according to EU norms. The photographs must be: no more than 6 months old, close up of your head and top of your shoulders so that your face takes up 70-80% of the photograph, photographs taken with a digital camera must be high quality color and printed on photo-quality paper.
- ✓ The passport should be valid for at least three months beyond the intended duration of stay with two blank pages in the Schengen territory. Passports valid for more than 10 years will not be accepted as the main required travel document. It is mandatory to have two blank pages opposite to each other.
- ✓ Proof of airline reservation for a round trip e.g. reservation slip.
- ✓ Proof of accommodation: hotel reservation, guarantee of host company, etc.
- ✓ Overseas medical insurance valid for all Schengen-countries with a minimum coverage of 30,000 EURO. The insurance has to cover all risk e.g. accident, illness, etc. Insurance policies have to be submitted with an English or German translation. The policy has to clearly specify the period of validity and has to cover the date of arrival & departure has to be submitted in original along with a photocopy. Approved list of Indian Travel Insurance Companies providing Travel Medical Insurance for Schengen Visa:
  1. Apollo Munich Health Insurance Company for the age group of 6 months to 70 years.
  2. Bajaj Allianz General Insurance Company for the age group of 6 months to 70 years.
  3. Cholamandalam MS General Insurance Company for the age group of 0 month to 70 years.
  4. Future Generali India insurance Company for the age group of 6 months to 70 years.
  5. HDFC ERGO General Insurance Company for the age group of 3 months to 70 years.
  6. ICICI Lombard General Insurance Company for age group of 3 months - 85 years (Policies for schengen Countries).
  7. IFFCO - Tokio General Insurance Company for the age group of 3 months to 70 years.
  8. National Insurance Company for the age group of 6 months to 60 years (Schengen Plan 61 to 80 years).
  9. Reliance General Insurance Company for the age group of 3 months to 70 years.
  10. Royal Sundaram Alliance Insurance Company for the age group of 3 months to 70 years.
  11. Star Health & Allied Insurance Company for the age group of 6 months to 70 years.

12. Tata AIG General Insurance Company for the age group of 6 months to 55 years (Silver Schengen Plan 56 to 70 years and Senior Schengen Plan 71 to 79 years).
  13. The New India Assurance Company for the age group of 0 month to 60 years.
  14. The Oriental Insurance Company for the age group of 6 months to 60 years.
  15. United India Insurance Company for the age group of 0 month to 65 years.
  16. Universal Sompo General Insurance Company for the age group of 0 month to 70 years.
- ✓ Valid permit to return to India e.g. valid resident or return visa for citizens of other countries residing in India (if applicable)
  - ✓ Proof of occupation.
  - ✓ Employment letter from the current organization stating the position and the tenure.
  - ✓ Income/ salary slip covering last three months
  - ✓ Proof of sufficient funds
  - ✓ If you are self-employed; a letter from your lawyer, chartered accountant/The Chamber of Commerce including income statement or income tax return for last three (3) years
  - ✓ Original letter from the company specifying reason for and duration of travel to Austria.
  - ✓ Original invitation letter from the company in Austria sent directly from the Austrian Company to the Embassy, copy to be submitted with the application.
  - ✓ Electronic Statement of Guaranty by sponsor (Elektronische Verpflichtungserklärung, EVE) obtained at the Foreigners Registration Office 'Fremdenpolizei' in Austria.
  - ✓ Proof of sufficient funds
  - ✓ Original bank statements of last three.
  - ✓ months including address & telephone number of the bank.
  - ✓ Traveler's Cheques etc.
  - ✓ Note: Credit cards and cash are not accepted as proof of financial means but credit card statements can be submitted as supporting document.
  - ✓ Copy of passport, visa/s and stamps (if any)
  - ✓ Applicant can be asked for additional documents or may be called for an interview if deemed necessary
  - ✓ The Visa fee, according to Schengen regulations, is non-refundable
  - ✓ Frequent business travelers have the option of applying for a business visa for one year validity.

- ✓ Application form, declaration & undertaking and requisite document must be signed by the Applicant. Representative and Travel Agents must bring the above signed documents at the time of submission.

The visa fee for application to the Austria Visa Application Centre can be made by a Demand Draft in favor of 'VFS GLOBAL SERVICES PRIVATE LIMITED' payable in the respective cities, in New Delhi, Mumbai, Jalandhar, Chennai, Bangalore and Kolkata. The visa fee, according to Schengen regulations, is non-refundable. Applicant can also pay the visa fees in cash at the application centre by paying an additional service charge of INR 57 (Inclusive of service tax 12.36%).

<b>Visa Category</b>	<b>Visa Fee</b>
VFS Service Charges	Rs. 640
Children age 6-12 years	Rs. 2810
For all categories	Rs. 4810

**Important :** The visa fee mentioned above excludes Kibria's service charge for visa processing

#### Download Visa Forms

- ✓ [Austria Discl1 Business](#)
- ✓ [Austria-Business-Letter-Of-Guarantee1](#)
- ✓ [Austria-Business-Letter-Of-Guarantee2](#)
- ✓ [Austria Discl 2 Business](#)
- ✓ [Austria Discl 3 Business](#)
- ✓ [Austria Letter Of Guarantee](#)
- ✓ [Austria Visit Discl](#)
- ✓ [Austria Visit Discl 2](#)
- ✓ [Austria Visit Discl 3](#)