



The Netherlands

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Phone: 011 2419 7600

Visa Note & Fees Tourist

Note: The Netherlands Embassy will accept visa and MVV applications only by prior appointment. An appointment for visa can be also be sought by calling the Netherlands Embassy (Monday to Thursday between 10 am to 4 pm, Friday between 10 am to 2 pm hrs) at 011-24197750. The Name, Passport Number, Passport Expiry and Purpose of Travel of the Applicant has to be provided at the time of securing the appointment. Appointment can also be taken thru the VFS website <http://www.vfs-nl-in.com/>

- Original passport must not be older than 10 years; also, it must be valid for at least THREE MONTHS longer than the intended stay + 1 photocopy of the first page of the passport. It is mandatory to have two blank pages opposite to each other. Passports with observations regarding the front data page cannot be accepted.
- One application form with ALL COLUMNS filled in and signed by the applicant.
- Two recent passport size photographs (35-45 mm in width) with white background. The face should cover 70-80% of the photo area. Photographs taken with a digital camera must be high quality color and printed on photo-quality paper. The photographs should not more than 6 months old.
- COVERING LETTER in original from the applicant, introducing himself / herself, explaining the purpose and duration of the visit and the itinerary for the corresponding period in brief.
- Proof of EMPLOYMENT and LEAVE letter on company's letterhead.
- Evidence of STATUS in India, such as individual income-tax return, form 16A, bank statements, record of ownership of real estate, share certificates, deposits, investments.

- If the visit is SPONSORED by a referee in The Netherlands , supporting documents required are:
 - Proof of sufficient financial means and of strong social and economic bonds with the country of origin in the form of property papers, proof of employment/ business/ study etc. is required as support documents.
 - Hotel Reservations corresponding with the travel itinerary and travel tickets.
 - In the case of a family visit, a legalized Sponsorship Letter, addressed to the Embassy, is required of the Host.
 - In the case of a tourist visit, the Applicant must have with him, travel vouchers/ proof of reservation at the time of application.
 - All travel agents and representatives need to carry an letter of authority from the applicants for the submission of applications. The applications without the authority letter from Applicants will not be accepted.
 - Invitation legalized from the Town Hall.
 - Passport copy.
 - Resident permit copy (in case of referee being a non-Dutch national).
 - Financial proof of the referee i.e. salary slips, bank statements.
 - In the absence of a referee or a sponsor, the applicant must submit:
 - Bank statement or salary slips for the recent 3 months.
 - A confirmed hotel reservation corresponding with the (desired) period of stay.
 - Copy of OVERSEAS medical insurance policy, including medical emergency evacuation cover (equivalent to 30.000 Euros) corresponding with the (desired) period of stay. 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 the age group of 3 months to 85 years.
 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.

Copy of confirmed AIRLINE reservation or PNR.

All travel agents and representatives need to carry a letter of authority from the applicants for the submission of applications. The applications without the authority letter from Applicants will not be accepted.

Processing time is 12 to 15 working days.

Visa Category	Visa Fee
VFS Service Charge	Rs. 935
For children between the age of 6-12 years	Rs. 3000
For all categories upto 3 Months	Rs. 5100

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

Business

Note: The Netherlands Embassy will accept visa and MVV applications only by prior appointment. An appointment for visa can also be sought by calling the Netherlands Embassy (Monday to Thursday between 10 am to 4 pm, Friday between 10 am to 2 pm hrs) at 011-24197750. The Name, Passport Number, Passport Expiry and Purpose of Travel of the Applicant has to be provided at the time of securing the appointment. Appointment can also be taken thru the VFS website <http://www.vfs-nl-in.com/>

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- The application form with ALL COLUMNS filled in and signed by the applicant.
- Two recent passport size photographs (35-45 mm in width) with white background. The face should cover 70-80% of the photo area. Photographs taken with a digital camera must be high quality color and printed on photo-quality paper. The photographs should not more than 6 months old.
- COVERING LETTER in original from the Indian organization or company of the applicant, containing the name and designation of the applicant and that of the signatory (of managerial or executive level). An outline of the applicant's itinerary, the purpose of his or her visit, names and addresses of the companies he or she intends to visit.

- An INVITATION LETTER in original from the Dutch company or organization containing the following information:
 - Copy of AIRLINE reservation or PNR (booking printout) / itinerary.
 - Name of the applicant.
 - Dates of the intended stay.
 - Purpose of the visit.
 - Nature of costs being covered (boarding and lodging)
- Evidence of source of FINANCIAL SUPPORT such as:
 - Salary slips for the recent 3 months.
 - Personal Bank statement of last 3 months.
 - In case of applicant being the proprietor / owner of the BUSINESS, documents related to the financial standing of the company may be required. This could be in the form of income-tax returns, company memorandum, partnership deed, establishment license or proprietorship, bank statement.
- Proof of applicant's STATUS IN THE COMPANY such as salary certificate, form 16A.
- Copy of OVERSEAS medical insurance policy, including medical emergency evacuation cover (equivalent to 30.000 Euros) corresponding with the (desired) period of stay.
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- ✓ Copy of confirmed AIRLINE reservation or PNR.
 - ✓ All travel agents and representatives need to carry an letter of authority from the applicants for the submission of applications. The applications without the authority letter from Applicants will not be accepted.
 - ✓ In case of primary visit, business correspondence with the concerned Dutch company is required, in which case a simple fax or email does not constitute correspondence.
 - ✓ Frequent travelers can apply for a longer validity visa with an overseas medical insurance policy for that period. The passport must be valid accordingly.
 - ✓ Each application must be supported by a copy of all the requisite documents.
 - ✓ All faxes must be photocopied and in A4 size paper.
 - ✓ All travel agents and representatives need to carry an letter of authority from the applicants for the submission of applications. The applications without the authority letter from Applicants will not be accepted.
 - ✓ Processing time is 12 to 15 working days.

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Transit

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appointment. Appointment can also be taken thru the VFS website <http://www.vfs-nl-in.com/>

1. Airport: Indian passport holders do not require a visa for airport transit.
2. All travel agents and representatives need to carry a letter of authority from the applicants for the submission of applications. The applications without the authority letter from Applicants will not be accepted.
3. Normal: This visa can be issued for one, double or multiple entries with a validity of six months. A transit visa enables the Passenger to leave the airport and spend between a few hours to 2 days in cases where there is a long wait between their connecting flights or in cases where an immediate connecting flight is not available. Those who travel on a 'Subject-to-load ticket' are advised to obtain the transit visa. The following documents should be submitted with the application:
 - ✓ Original passport must not be older than 10 years; also, it must be valid for at least THREE MONTHS longer than the intended stay + 1 photocopy of the first page of the passport. It is mandatory to have two blank pages opposite to each other. Passports with observations regarding the front data page cannot be accepted.
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 - ✓ Copy of the valid visa for the country of destination.
 - ✓ Bank statements or salary slips for the recent 3 months.
 - ✓ Confirmed hotel reservation, in case of an overnight halt.
 - ✓ Copy of confirmed onward airline ticket or PNR (booking printout).
 - ✓ All faxes must be photocopied and in A4 size paper.
 - ✓ Applicants travelling on a Buddy Pass or subject-to-load ticket require this visa.
 - ✓ Minor applicants (less than 18 years) must possess individual passports along with a written consent from both their parents as well as both the parents' signatures on the visa application form. A copy of the parents' passports should be included to authenticate the signatures on the consent letter. Copy of the death certificate or custody proof should be provided, where applicable.
 - ✓ Each application must be supported by a copy of all the requisite documents.



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