



**Contact on 8010700700 for more details**

**Netherlands Tourist Visa Checklist (Delhi) CONTACT : 8010700700**

Note: (Applied through VFS) Kindly provide all documents in A4 size. Do not staple any documents. Please check the VFS/embassy website for the latest visa requirements and quarantine rules, as they are subject to change without prior notice.

**Visa Requirements and Forms**

- ☐ Netherlands Online Visa Form
- ☐ Netherlands Consent Form
- ☐ Netherlands Visa Checklist
- ☐ COVID-19 Declaration Form
- ☐ Vaccine Declaration Form

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**Personal Documents**

1. Valid Passport
  - o Must not be older than 10 years and valid for at least three months beyond the intended stay. Must have two blank pages for visa stamps.
  - o All old passport booklets must be submitted. Handwritten passports,
  - o passports with observations, and 20-year validity
  - o
  - o passports are not accepted.
2. Signed Visa Form
  - o Complete and sign the online visa form: [Visa Form](#)
  - o <https://consular.mfaservices.nl/create-account>
3. Passport-Size Photos
  - o Two recent matte-finish photographs (35mm x 45mm, white background, 80% face coverage).
  - o No glasses, hats, or head coverings.
4. Signed Cover Letter
  - o Addressed to The Visa Officer, Embassy of Netherlands.
  - o Mention duration, purpose of visit, and expense details.
  - o Include full applicant details (name, passport number, etc.).

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**Travel Documents**

5. Confirmed Hotel Bookings
  - o Hotel name, address, telephone number, and email ID.
6. Confirmed Air Tickets
  - o Return ticket covering all sectors.
  - o Live PNR and travel date at least 25 days after submission.
7. Day-to-Day Itinerary
  - o A detailed travel schedule.

8. Travel Insurance

- o Schengen-compliant insurance covering €30,000 for medical emergencies.
- o Coverage must match ticket dates.

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Proof of Funds

9. Bank Statement

- o Last 6 months' personal bank statement (original, sealed, and signed by the bank).

10. Income Tax Returns

- o Last 3 years' personal ITRs.

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Occupation Proof

If you are an employee:

- ☐ Last 3 months' salary slips.
- ☐ NOC from your employer.

If you are a business owner:

- ☐ Company's original bank statement (last 3 months, stamped by the bank).
- ☐ Company's ITR (last 3 years).
- ☐ Company proof (GST certificate, incorporation certificate, or partnership deed).
- ☐ Cover letter on company letterhead.

If you are a student:

- ☐ Leave letter from the school.
- ☐ School ID proof.

If you are retired:

- ☐ Retirement proof.
- ☐ Pension statements (last 3 months).
- ☐ Proof of additional income (e.g., rent, business earnings, etc.).

If you are sponsored:

- ☐ Proof of sponsorship/accommodation (as per the Schengen country's requirements).

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Additional Documents

For Honeymooners:

- ☒ Marriage certificate or wedding card .
- ☐ 2-3 wedding/engagement photographs.
- ☐ Parents' financials (if the applicant is unemployed).

For Minors:

- ☐ Birth certificate (notarized & translated if not in English).
- ☐ NOC affidavit from the non-traveling parent (home department attested).

For Family/Friend Visit:

- ☐ Invitation letter legalized from the Town Hall.
- ☐ Invitee's passport copy.
- ☐ Invitee's residence permit (if not a Dutch national).
- ☐ Invitee's financial proof (salary slips, bank statements, etc.).

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Visa Agent Documents

- ☐ Authority Letter
  - ☐ On company letterhead, authorizing the agent to submit and collect documents on behalf of the applicant.
- ☐ Biometric Enrollment
  - ☐ Mandatory for all applicants from November 2, 2015.
  - ☐ Valid for 59 months.
  - ☐ Exemptions: Children under 12, certain government officials, and those with valid previous Schengen visas marked "VIS".

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Medical Requirement

- ☐ Schengen Travel Insurance (matching ticket dates, covering €30,000).

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Processing Time

- ☐ Standard processing time: 5 calendar days.
- ☐ In some cases, processing can take up to 15 days.

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Special Instructions

1. Mandatory Online Pre-Payment (VFS Service Fee):

- Since July 2, 2018, applicants must book an appointment and pay the VFS fee online before visiting the center. Fees are non-refundable.

2. Visa Fee: Child

- Visa Fee: ₹8,280/- ( to be paid by applicant at the appointment ) approx ₹4,290/- ( to be paid by applicant at the appointment )
- VFS Charges ₹1,800/- (to be paid online by us ) approx ₹1,800/-
- Our service charge – ₹1,600 + 18% GST per applicant

3.

Important Notes:

- The embassy may request additional documents or a personal interview.
- Handwritten passports, observation-marked passports, and 20-year validity passports are not accepted.
- If documents are incomplete, a new appointment is required, and the VFS fee must be paid again.

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**Vaccine Declaration COVID-19**

You must keep this declaration with you for verification purposes during the visa application process, throughout your journey and on arrival.

You must be able to show this declaration when boarding an aircraft, vessel, international train or international coach, or at the request of airport staff or the designated authority, including a medical authority. If you cannot, you may be prohibited from boarding or be denied entry into the Netherlands.

The information you provide may be used by the competent public health authority in accordance with Dutch law and in the context of the public health response to COVID-19. This declaration must be completed by all travellers aged 12 and over from outside the Schengen area. Children under the age of 18 travelling with their vaccinated parent(s) or legal guardian(s) are exempt from this requirement, but they must show [a negative COVID-19 test result](#). There are some exceptions to the health requirements; see [Coronavirus COVID-19 | Government.nl](#).

**1****Personal data**

1.1 Name

||

1.2 Nationality

**2****Vaccine information**

2.1 Vaccine COVID-19 (SARS-CoV-2) approved by EMA/WHO Type of Vaccine

Yes	No
Pfizer/BioNTech (Comirnaty)	Astrazeneca-SK Bio (Vaxzevria) Serum Institute of India (Covishield)
Astra Zeneca EU (Vaxzevria)	Johnson & Johnson (COVID-19 Vaccine Moderna (Spikevax)
Janssen)	Sinopharm BIBP Sinovac
Astra Zeneca - Japan (Vaxzevria)	Astra Zeneca - Australia (Vaxzevria)
Astra Zeneca - Thailand (Siam Bioscience Co., Ltd)	COVAXIN (Bharat BioTech International
Pfizer-BioNTech COVID-19 Vaccine - United States of America	Ltd) Nuvaxovid (Novavax)
having received the second dose in a 2-dose series vaccine at least 14 days ago	having received a single-dose vaccine at least 28 days ago
having received a single dose of a 2-dose vaccine at least 14 days ago after having previously been infected with SARS-CoV-2.	

2.2

2.3 Type of Dose Vaccine

2.4 More than 270 days have passed since the last	Yes	No
2.5 vaccination dose Booster	Yes	No
2.6		
2.7 Type of Booster	Pfizer/BioNTech (Comirnaty)	Astrazeneca-SK Bio (Vaxzevria)Serum Institute of India
	Astra Zeneca EU (Vaxzevria)	(Covishield) Johnson & Johnson (COVID-19 Vaccine Janssen)
	Moderna (Spikevax)	Sinopharm BIBP
	Astra Zeneca - Japan (Vaxzevria)	Sinova
		c Astra Zeneca - Australia (Vaxzevria)
	Astra Zeneca - Thailand (Siam Bioscience Co., Ltd)	COVAXIN (Bharat BioTech International Ltd)
	Pfizer-BioNTech COVID-19 Vaccine - United States of America	Nuvaxovid (Novavax)

3

Signature

day

month

year

3.1 Date

3.2 Signatur  
e

I declare under penalty of forgery that the foregoing is true and correct.

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Vaccine Declaration

COVID-19

you must keep this declaration with you for verification purposes during

if, this application process, throughout your journey and on arrival  
You must be able to show this declaration when boarding an aircraft,  
vessel, international train or international coach or at the request of

airport, or other designated

authority, including a medical authority,  
prohibited from boarding or be denied entry

into the Netherlands"

" you provide may be used by the competent public health authorities for the purpose of  
Dutch law and in the context of the public health response. This declaration must be completed by  
all travellers from outside the Schengen area. Children  
, 12 years of age and over, travelling with their vaccinated parent(s) or legal  
guardian are exempt from this requirement but they must  
show

There are some exceptions to the health

Personal data

Personal data

1.2 Nationality

:

Vaccine information

2.1

tr Yes or No

2.1

Vaccine (SARS-CoV-2)  
approved by  
EMA, AIIHO

a.e Type of Vaccine

Moderna  
(Sputnik V)

Sinopharm  
Qinghai

Sinovac

Aspirin, - Intra (vaxzevria) - E4sir? zsqeqa - Austli?

il P fi zer- B I o NTeeh qev!9 - 1 eyalii | e : VI 0 rgq:!? t91 of4I9M3  
2\*3 TYPE Vaccine  
of Dose



On 11/11/2020

"rl. \*aidNsaq-o

in a 2-dose series

if having received a single-dose vaccine at least 28 days ago

Ministry of Justice and Security

## Vaccine Declaration COVID-19

if having received a single dose of a 2-dose vaccine at least 14 days ago after having previously been infected with SARS-CoV-2

You must be able to show this declaration when boarding an aircraft, vessel, international train or international coach, or at the request of airport staff or the designated authority, including a medical authority. If you cannot, you may be prohibited from boarding or be denied entry into the Netherlands.

The information you provide may be used by the competent public health authority in accordance with Dutch law and in the context of the public health response to COVID-19. This declaration must be completed by all travellers aged 12 and over from outside the Schengen area. Children under the age of 18 travelling with their vaccinated parent(s) or legal guardian(s) are exempt from this requirement, but they must show a negative COVID-19 test result. There are some exceptions to the health requirements; see [Coronavirus COVID-19 | Government.nl](#).

3

Signature

nr\*iritt

Date

1

### Personal data

1.1 Name

1.2 Nationality

I declare under penalty of forgery that the foregoing is true and correct.

2

### Vaccine information

2.1 Vaccine COVID-19 (SARS-CoV-2) approved by EMA/WHO

☐ Yes ☐ No

2.2 Type of Vaccine

☐ Pfizer/BioNTech (Comirnaty) ☐ AstraZeneca-SK Bio (Vaxzevria) ☐ Serum Institute of India (Covishield)  
☐ AstraZeneca EU (Vaxzevria) ☐ Johnson & Johnson (COVID-19 Vaccine Janssen)  
☐ Moderna (Spikevax) ☐ Sinopharm BIBP ☐ Sinovac  
☐ AstraZeneca - Japan (Vaxzevria) ☐ AstraZeneca - Australia (Vaxzevria)  
☐ Pfizer-BioNTech COVID-19 Vaccine - United States of America

2.3 Type of Dose Vaccine

☐ having received the second dose in a 2-dose series at least 14 days ago ☐ having received a single-dose vaccine at least 28 days ago  
☐ having received a single dose of a 2-dose vaccine at least 14 days ago after having previously been infected with SARS-CoV-2.

3

### Signature

3.1 Date

day month year

3.2 Signature

I declare under penalty of forgery that the foregoing is true and correct.



# Checklist for visa application | Business

Applications should be submitted in person (also babies and children) and the following documents must be submitted:

- For every document, you must provide the original and one copy.
- The documents are to be presented in (or translated to) Dutch, English, French or Spanish.
- The documents submitted will not be returned. Only the travel document will be returned.

## 1. Application

1.1 A completed and signed Schengen [visa application form](#).

- ☐ Yes
- ☐ No
- ☐ Remarks

## 2. Travel Documents

2.1 A passport or other travel document.

- ☐ Yes
- ☐ No
- ☐ Remarks

2.2 A copy of all pages of the passport.

- ☐ Yes
- ☐ No
- ☐ Remarks

Please note:

- Your passport or travel document must be valid for at least 3 months from the date on which you leave the Schengen area.
- Your passport or travel document must have at least 2 empty visa pages.
- Your passport or travel document cannot have been issued more than 10 years ago.

2.3 Travelling with minors

If the minor is travelling with only one parent, written consent certified by public notary of the other parent or guardian, except in cases of a parent having sole custody or guardianship of the minor;

- ☐ Yes
- ☐ No
- ☐ Remarks



- 2.4 If the minor travels alone (without parents), written consent, certified by public notary, of both parents or guardians having custody or guardianship of the minor;

☐ Yes  
☐ No  
☐ Remarks

- 2.5 Copies of the passport of the parents. If not applicable, birth certificate of the applicant and copies of the ID cards of the parents.

☐ Yes  
☐ No  
☐ Remarks

### 3. Evidence of legal residence

- 3.1 Evidence of legal residence in the country you are applying from, e.g. a passport, visa or residence permit and a copy of work permit (if applicable). Residence permit should be valid for at least 3 months after departure from Schengen.

☐ Yes  
☐ No  
☐ Remarks

### 4. Photo

- 4.1 A passport photo that meets Dutch passport requirements. This photo cannot have been taken more than 6 months ago and must bear a clear resemblance.

See: [photo guidelines](#).

☐ Yes  
☐ No  
☐ Remarks

### 5. Proof of travel

Note: make travel reservations which you can cancel, in case your visa request will be refused.

- 5.1 Flight reservation of return or round ticket. If the applicant is travelling to several Schengen States, proof of intra-Schengen flight reservation, train itinerary or car rental.

☐ Yes  
☐ No  
☐ Remarks

- 5.2 Proof of lodging  
Hotel reservations, rental of holiday home or campus residence reservation. If the applicant intends to stay with a family member or a friend, proof of sponsorship and/or private accommodation from the host. If applicant is travelling to several Schengen States, proof of lodging in each of them. [See Proof of sponsorship form](#).

☐ Yes  
☐ No  
☐ Remarks



5.3 Invitation from the inviting company or organisation;

- ☐ Yes
- ☐ No
- ☐ Remarks

5.4 Cover letter from the applicant's employer;

Both letters must confirm, as a minimum:

- the applicant's identity;
- the purpose of the journey (meetings, conferences, training or business related events); and
- the period and place of intended stay.

- ☐ Yes
- ☐ No
- ☐ Remarks

## 6. Proof of financial means

6.1 Original private bank statement showing movements in the last three months, duly stamped and signed by the bank.

- ☐ Yes
- ☐ No
- ☐ Remarks

6.2 Indian income tax return acknowledgment for the last two assessment years. In addition:  
If the applicant is employed:

- payslips for the last three months;
- employment contract;
- employers statement on approval for holidays.

- ☐ Yes
- ☐ No
- ☐ Remarks

If the applicant is a company owner or self-employed:

- certificate of registration of the company.

- ☐ Yes
- ☐ No
- ☐ Remarks





If the applicant is sponsored:

- proof of sponsorship and/or private accommodation by completing a national form of the Schengen State concerned See Proof of sponsorship form.

- ☐ Yes
- ☐ No
- ☐ Remarks

If the applicant is retired:

- pension statements for the last three months;
- proof of regular income generated by ownership of property or business.

- ☐ Yes
- ☐ No
- ☐ Remarks

## **7. Proof of health insurance**

7.1 The insurance policy has been taken out in your name.

- ☐ Yes
- ☐ No
- ☐ Remarks

7.2 Your insurance is valid throughout the Schengen area and for the duration of your stay.

- ☐ Yes
- ☐ No
- ☐ Remarks

7.3 At least € 30.000 of medical costs are reimbursed, including hospital care, emergency treatment and repatriation (including in the event of death).

If your insurer will not provide an official document of this nature, you should take out travel insurance with appropriate medical coverage for this trip with one that does.

- ☐ Yes
- ☐ No
- ☐ Remarks

## **8. Visa**

8.1 A visa, residence permit or passport which gives entry to your final destination after your visit to the Schengen area.

- ☐ Yes
- ☐ No
- ☐ Remarks



## 9. Payment

### 9.1 Payment of the visa fee.

- ☐ Yes
- ☐ No
- ☐ Remarks

#### Please be aware of the following:

- You will not have your passport in your possession during the process of the visa application.
- An application without the complete set of documents according to the above mentioned checklist may result in a rejection of your visa application.
- In case of refusal, visa fees are not refundable.

*List of documents to be presented by visa applicants from India according to the Commission Implementing Decision of 16-10-2015 by the European Commission, in conformity with the list of supporting documents.*

Date:

To,

The Netherlands Visa Application Center, VFS  
Global Services Pvt Ltd.

Dear Sirs,

I \_\_\_\_\_ under/over 18 years of age  
SO/WO/DO ~~provide my consent to VFS Global and its authorized Employees~~  
and Business Partners as under:

I understand that in support of my Visa application made by me or through my authorized representative to your Visa Application Centre at \_\_\_\_\_ for onward submission to the Netherlands Embassy in New Delhi, VFS Global and its authorized Employees and Business Partners are collecting from me my personal data and my documents as per requirements of the Netherlands Embassy in New Delhi.

I hereby give my consent to you to collect my personal data and my documents. I am aware that the information and documents are required to be forwarded to the Netherlands Embassy in New Delhi for Visa purposes. I have been informed that I have the option not to give the above information and documents, in which case I understand that my application will not be processed. I have also been informed that I can make corrections to any inaccurate or deficient information and that I have an option to withdraw my consent prior to paying the requisite fees.

Full Name of the Applicant:

\_\_\_\_\_

Signature of the Applicant

Address of the Applicant:

\_\_\_\_\_

\_\_\_\_\_

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