

Netherlands Document Checklist

Netherlands Tourist Visa Document Checklist

Document	Description	Format
Visa Application Form	- A completed and signed Schengen - To be filled on embassy website	
Original Passport	- Must be valid for at least 3 months from the date on which you leave the Schengen area. - Must have at least 2 empty visa pages - Cannot be issued more than 10 years	
Old Passport	If any	
Copy of passport pages	Copy of passport pages with any visas or stamps on it	
Photograph	- Cannot be taken more than 6 months ago - Must bear a clear a clear resemblance - The size must be 35 mm x 45 mm (width x height). - Between 16 mm and 20 mm (excluding ears). - Length of face 11 years and over: between 26 mm and 30 mm (chin to crown). Under 11: between 19 mm and 30 mm (chin to crown) - Head shown in full and should be in the center	Photo Specifications
Flight tickets	Flight reservation of return or round ticket.	
Inter schengen travel tickets	If the applicant is travelling to several Schengen States, proof of intra-Schengen flight reservation, train itinerary or car rental.	
Accommodation Proof	- Hotel reservations or proof of rental of holiday Proof of sponsorship form: If the applicant intends to stay with a family member or a friend, proof of sponsorship and/or private accommodation from the host is required - If applicant is travelling to several Schengen States, proof of lodging in each of them is needed	Proof of sponsorship form
Cover Letter	Explaining purpose of the trip with full itinerary	Cover Letter Template
Bank Statemement	- Should show movements in the last three months - Duly stamped and signed by the bank	
Income Tax Return	ITR acknowledgment for the last two assessment years	
Health Insurance	- At least € 30.000 of medical costs are reimbursed, including hospital care, emergency treatment and repatriation - Insurance policy has been taken out in applicant's name - Insurance is valid throughout the Schengen area and for the duration of travel	
If married	Marriage certificate: if applicant is married and cannot provide evidence of marital status in the passport - Copy of ration card, if applicable	
If divorced	Divorce paper	
If employed	- Payslips for the last three months - Employment contract - Employers statement on approval for holidays (NOC)	Employer NOC Template
If self - employed	Certificate of registration of the company	

If sponsored	• Proof of sponsorship form • Sponsorship Letter	Sponsorship Form
If Retired	• Pension statements for the last three months • Proof of regular income generated by ownership of property or business.	
If minor	• Notarized consent letter: written consent certified by public notary of the other parent or guardian. Applicable ii the minor is travelling with only one parent (except in cases of a parent having sole custody or guardianship of the minor). • Written consent letter: certified by public notary, of both parents or guardians having custody or guardianship of the minor (if the minor travels alone (without parents)) • Copies of the passport of the parents. If not applicable, birth certificate of the applicant and copies of the ID cards of the paren	
If traveling to non-residence country after leaving Schengen area	• A valid visa, residence permit or passport which gives entry to your final destination after your visit to the Schengen area	

Netherlands Business Visa Document Checklist

Document	Description	Format
Visa Application Form	- A completed and signed Schengen - To be filled on embassy website	
Original Passport	- Must be valid for at least 3 months from the date on which you leave the Schengen area. - Must have at least 2 empty visa pages - Cannot be issued more than 10 years	
Old Passport	If any	
Copy of passport pages	Copy of passport pages with any visas or stamps on it	
Photograph	- Cannot be taken more than 6 months ago - Must bear a clear a clear resemblance - The size must be 35 mm x 45 mm (width x height). - Between 16 mm and 20 mm (excluding ears). - Length of face 11 years and over: between 26 mm and 30 mm (chin to crown). Under 11: between 19 mm and 30 mm (chin to crown) - Head shown in full and should be in the center	Photo Specifications
Flight tickets	Flight reservation of return or round ticket.	
Inter schengen travel tickets	If the applicant is travelling to several Schengen States, proof of intra-Schengen flight reservation, train itinerary or car rental.	
Accommodation Proof	- Hotel reservations or proof of rental of holiday Proof of sponsorship form: If the applicant intends to stay with a family member or a friend, proof of sponsorship and/or private accommodation from the host is required - If applicant is travelling to several Schengen States, proof of lodging in each of them is needed	Proof of sponsorship form
Cover Letter	Explaining purpose of the trip with full itinerary	Cover Letter Template
Bank Statemement	- Should show movements in the last three months - Duly stamped and signed by the bank	
Income Tax Return	ITR acknowledgment for the last two assessment years	
Health Insurance	- At least € 30.000 of medical costs are reimbursed, including hospital care, emergency treatment and repatriation - Insurance policy has been taken out in applicant’s name - Insurance is valid throughout the Schengen area and for the duration of travel	
If married	Marriage certificate: if applicant is married and cannot provide evidence of marital status in the passport - Copy of ration card, if applicable	
If divorced	Divorce paper	
If employed	- Payslips for the last three months - Employment contract - Employers statement on approval for holidays (NOC)	Employer NOC Template
If self - employed	Certificate of registration of the company	
If sponsored	- Proof of sponsorship form - Sponsorship Letter	Sponsorship Letter Template
If traveling to non-residence country after leaving Schengen area	A valid visa, residence permit or passport which gives entry to your final destination after your visit to the Schengen area	
Invitation Details	- Invitation from the inviting company or organization - 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.	Invitation Letter Template

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