



VISA FOR TOURISM (Visa C)

The complete file should be lodged in 2 sets: 1 original and 1 copy

Please arrange your documents according to this checklist

A. General requirements :

1. Visa application form dully completed and signed: <https://visaonweb.diplomatie.be/>
2. Passport with validity of at least 3 months after the end of the planned journey;
3. Copy of the data page of the passport together with all pages having visas and stamps;
4. One (1) passport sized photo with white background and not older than 6 months;
5. Non-refundable visa application fee to be paid upon submission of visa application;

B. Supportive documents :

Proof of travel

- ⇒ Copy of the roundtrip airline ticket reservation with Passenger name & Registration Number (or reservation number). **Do not pay for/buy the ticket until a visa has been granted.** Note: If the application is approved, the visa will be issued according to your roundtrip airline ticket reservation

Proof of Travel Medical Insurance

- ⇒ Copy of the insurance issued by accredited companies only
- ⇒ The insurance should:
 - Have a minimum coverage of 30,000 Euros
 - Be valid in all Schengen countries
 - Cover the entire duration of the trip

Proof of financial means of the applicant

- ⇒ Bank certification, bank books
- ⇒ Personal bank statements, credit card statements or balance covering the last six months
- ⇒ For minors: Proof of economic means of parents or legal guardian

Proof of occupation

- ⇒ If employed:
 - Certificate of employment

- Certificate of leave absence
- ⇒ If self-employed:
 - Department of Trade Industry (DTI)/Securities Exchange Commission SEC registration of business
 - Income Tax Return
 - Business Financial Statement
- ⇒ If student:
 - Proof of enrolment
 - Certificate of leave absence if travelling during school year

If travelling with spouse and/or children

- ⇒ Marriage contract issued on National Statistics Office (NSO) security paper
- ⇒ Birth certificates of children issued on National Statistics Office (NSO) security paper

For Minors

- ⇒ Affidavit of support & consent of parents (specially of the non-travelling parent) or legal guardian
- ⇒ Copy of passport of parents or legal guardian
- ⇒ Birth certificate of the minor issued on National Statistics Office (NSO) security paper
- ⇒ Department of Social Welfare and Development (DSWD) clearance

For non-Filipino applicants who have valid residence status in the Philippines

- ⇒ Copy of Alien Certificate Registration (ACR)
- ⇒ Re-entry permit

C. Documents to submit specifically for Travelling for the purpose of tourism

Proof of accommodation

- ⇒ Hotel confirmation or hotel voucher

Proof of transportation

- ⇒ Copy of train ticket, domestic flight or car rental if planned to visit several Schengen countries

Travel itinerary

- ⇒ Detailed day-to-day planned trip