



Embassy
of the Federal Republic of Germany
Singapore



**Embassy of the Federal
Republic of Germany**
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Singapore 048623
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Tourist Visa

If you are a resident of Singapore and planning to travel to Germany or Portugal as a tourist, you can apply for a Schengen tourist visa at the German Visa Application Centre:

VFS Global Visa Application Centre (79 Anson Road #15-02, Singapore 079906).

An appointment is required for submission of application (www.vfsglobal.de/germany/Singapore).

Kindly note that the application **cannot be submitted earlier than 3 months before** the travel date.

Please make sure to submit all the documents on the list **with 1 copy** when you show up for your appointment. Applications with missing documents cannot be accepted.

Please note that the application has to be submitted **personally** (including minors), unless biometric data has already been taken in the last 59 months.

Processing time: The average time for a visa application is **5 working days**, but applicants are advised to leave at least 15 days between the appointment date and travel date as some applications/nationalities take longer for the Embassy to process.

Fees: the Visa fee of the Embassy is equivalent of EUR 60.00 in SGD, for children EUR 35.00 in SGD. Additionally, VFS charges a service fee of EUR 30.00 in SGD

Each applicant must submit a separate and complete set of the documents.

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1.	One application form duly completed and signed. 1 photograph according to biometric specifications, no more than 6-months old, 35–40mm in width, white background.	
2.	Original passport or travel document valid for at least 3 months after the intended date of departure from the territory of the Schengen area. The passport/travel document must contain at least two blank pages and was issued within the last 10 years. Provide photocopy of the passport data page, previous Schengen visas within last 3 years and valid USA/UK visas if available.	
3.	Proof of legal residence in Singapore , valid for at least 1 month beyond the intended date of departure from the Schengen territory. Original plus 1 photocopy back and front of Employment Pass / Permanent Resident card and <u>re-entry permit</u> / Dependent Pass / Student Pass plus a printout of your current Singaporean residence permit validity (no QR code) .	
4.	Original letter from the applicant's employer or university for students: confirming employment, duration of recruitment, status, income and upcoming leave and the holiday granted. If you are self-employed, provide current printout of BiZ-File issued by ACRA.	
5.	A flight reservation or printout of your flight itinerary.	
6.	A travel itinerary including hotel reservation for the entire trip in the Schengen area.	

7.	<p>Schengen travel/medical insurance with following coverage:</p> <ul style="list-style-type: none"> • Medical expenses and repatriation for at least EUR 30,000; • Valid for the entire Schengen area • Valid for the entire duration of stay in the Schengen area. <p>The above must be mentioned on the insurance policy submitted, together with the name of the insured party. It is a requirement that claims against the insurance company are recoverable in a Member State. <i>Kindly note that insufficient proof of valid Travel Medical Insurance can lead to repatriation from the Schengen area</i></p>	
8.	<p>Proof of the applicant's financial circumstances: Please submit a proper bank statement of the last 3 months with bank letterhead and the name of the account holder. Online transaction records without account holder's names and not on bank letter head are not accepted.</p>	
	<p><i>Specific requirement for minor travellers (on top of the above mentioned documents)</i></p>	
9.	<p>For minors (below 18), both parents must sign on the application form. If either one or both parents not travelling, a consent letter signed by the parent(s) not travelling is required. Passport copy of both parents.</p>	
10.	<p>For minor applicants intending to travel without their parents/legal guardians, the application has to be submitted by parents/legal guardians who must present the minor's original plus one copy birth certificate and give their written consent. If parents/legal guardians are not present in Singapore their written consent should be legalised by the relevant embassy, in the place of residence of the parents/legal guardians.</p>	
11.	<p>Provide a birth certificate of the minor child (original plus 1 copy)</p>	
12.	<p>Students must provide proof of enrolment at a Singapore educational institution. Original letter from the school and a copy of the school pass.</p>	

Further documentation may be requested in each individual case.