



Pretoria, 27.11.2024

VISA REQUIREMENTS FOR SPOUSES/CHILDREN OF SWISS OR EU/EFTA-NATIONALS

The visa application must be submitted to the competent office. Please find the relevant information on the link "Where to apply": <https://www.eda.admin.ch/countries/south-africa/en/home/visa/entry-ch/up-90-days/where-to-apply-schengen.html>

Please note that the Embassy of Switzerland in South Africa works only with the Company VFS Global (<http://www.vfsglobal.ch/Switzerland/Southafrica/>) for submitting a visa request for Switzerland. Be aware that this representation **does not** cooperate with any agents or other agencies providing their services outside this Embassy or the premises of VFS Global regarding visa applications.

The processing time for a Visa application is **15 consecutive days** according to the Schengen Visa Codex; this delay can in general not be accelerated.

Applications can only be processed if all required documents have been submitted.

Visa applications may be submitted **up to 6 months** prior to departure and must be submitted **at least 15 days before departure**.

- ☐ 1 Schengen visa application form duly filled in by computer, dated and signed.
<https://www.sem.admin.ch/sem/en/home/themen/einreise/visumantragsformular.html>

Minors: (under the age of 18)

Both parents must sign the visa application form. We need the following:

- a) Certified copy of the minor's unabridged birth certificate (containing fathers and mother name)
- b) certified copies of ID/passport of both parents
- c) certified copies of Schengen Visa of both parents (if in possession of and if travelling with the child)
- d) if the minor travels alone: certified parental consent by both parents
- e) if the minor travels with only one parent: the other parent must produce the certified consent. If only one parent has guardianship of the minor, the relevant court documents / or death certificate must be presented

- ☐ 1 passport-size colour photographs, not older than 6 months (background has to be light and plain). For more details, please refer to:
http://www.icao.int/Security/mrtd/Downloads/Technical%20Reports/Annex_A-Photograph_Guidelines.pdf
- ☐ Valid national passport, with at least 3 months validity after the scheduled return from the Schengen States and with at least 2 blank pages.
- ☐ Photocopy of the passport page containing the personal data
- ☐ Photocopies of previous (in the last two years) Schengen Visa(s) **including the entry and exit stamp** in the Schengen area.
- ☐ Round trip flight reservation with name, dates and flight numbers specifying the dates of entry and exit from the territory of the Member States. If applicable: proof of Inter-Schengen travel (car rental/flights/train and/or bus tickets).
Important: Do not buy the actual flight ticket before the visa has been issued.
- ☐ Photocopy of the unabridged/full marriage certificate.
- ☐ Photocopy of the passport of the Swiss or EU/EFTA-Spouse.
- ☐ If applicant is a minor or below 21 years of age: photocopy of the unabridged birth certificate.

Please turn the page

☐ Spouses/Children of Swiss or EU/EFTA-Nationals are **exempted from the visa fee**.

INFORMATION FOR THE APPLICANT

- The processing time for a visa application takes 15 days according to the Schengen Visa Codex; this delay can in general not be accelerated.
- All documents must be submitted in a Swiss official language (German, French, Italian) or English.
- Only complete applications can be accepted. Submission of an incomplete visa application may lead to a visa refusal.
- The Embassy reserves the right to ask for additional documents and/or information.
- During the processing period the passport has to remain with the Swiss representation and no visa information (progress, input of additional documents from the applicant side, collection date, expediting, etc.) is given by phone or email to the applicant or 3rd parties, after the visa application has been submitted to VFS Global.
- False or falsified documents will lead to refusal of visa and/or further consequences (in case of any amendments of hotel reservation please inform the Embassy **immediately**).

REMARKS VFS GLOBAL

- Applicant requests a visa with extended validity ☐
- Applicant travels alone ☐ with family members ☐ with a group ☐
- Applicant has been advised that his documents are incomplete ☐
- Applicant has been advised that the application was submitted less than 15 days before departure ☐

Additional comments:

For the applicant: I have read and agreed to the terms and conditions

Place & Date: _____

Signature Applicant: _____

Signature VFS GLOBAL Agent: _____