



- 1) Accéder au site www.swiss-visa.ch. Sélectionner « Brazil » puis « Rio de Janeiro » e finalement, « make an appointment »

Acessar o site www.swiss-visa.ch. Escolher "Brazil" e depois "Rio de Janeiro" e finalmente, "make an appointment"

Where to apply for a visa?

Depending on your place of residence, you can submit your visa application either:


- directly at a Swiss representation abroad;
- by filling out the visa application online;
- at an external visa service provider;
- at the representation of another Schengen State.

To assess your options, please enter where you have your legal residence:

Selection * ▼ Next

Select the responsible representation abroad

There are several Swiss representations in this country. Please select the representation on the basis of the described competence.

Representation	Competence of the Representation
 Rio de Janeiro, Swiss representation in Brasil	"Brasil", Acre, Alagoas, Amapa, Amazonas, Bahia, Ceará, Distrito Federal, Espírito Santo, Goiás, Maranhão, Minas Gerais, Pará, Paraíba, Pernambuco, Piauí, Rio de Janeiro, Rio Grande do Norte, Rondônia, Roraima, Sergipe and Tocantins come under the responsibility of the Swiss representation in Rio de Janeiro. <ul style="list-style-type: none">• For this representation it is not possible to submit the visa application online.• For this representation it is possible to make an appointment online for the submission of the application at the representation. If you want to do this, select "Make an appointment".

How to apply for a visa

"Brasil", Acre, Alagoas, Amapa, Amazonas, Bahia, Ceará, Distrito Federal, Espírito Santo, Goiás, Maranhão, Minas Gerais, Pará, Paraíba, Pernambuco, Piauí, Rio de Janeiro, Rio Grande do Norte, Rondônia, Roraima, Sergipe and Tocantins come under the responsibility of the Swiss representation in Rio de Janeiro.

- For this representation it is not possible to submit the visa application online.
- For this representation it is possible to make an appointment online for the submission of the application at the representation. If you want to do this, select "Make an appointment".

Legally, each applicant has the right to submit his/her visa application directly to the responsible representation. Detailed information about the visa procedure (information sheets, documents to be submitted, addresses, opening hours): [Responsible representation](#)

Back Make an appointment

Rua Cândido Mendes 157
11° andar
Glória
20241-220 Rio de Janeiro RJ


Téléphone: ++552138062100, Fax: ++552138062129
rio.vertretung@eda.admin.ch,
www.eda.admin.ch/riodejaneiro

- 2) Remplir les informations selon le modèle et cliquez sur “next”

Preencher as informações conforme modelo e clicar em « next »

If you claim being related to an EU, EEA or CH citizen, a copy of marital passport or identity card.

Surname *	<input type="text" value="de Tal"/>
First name *	<input type="text" value="Fulano"/>
Date of birth (dd.mm.yyyy) *	<input type="text" value="01.01.1900"/>
Phone number *	<input type="text" value="000000000"/>
E-mail address *	<input type="text" value="0000@00000.com"/>
Repeat e-mail address *	<input type="text" value="0000@00000.com"/>
Please enter the characters that appear on the screen. *	<input type="text" value="RNKE52"/>



[Load another image](#)

[Back](#) [Next](#)

- 3) Une fois rempli, confirmation que la demande a été prise en compte

Uma vez preenchido, tela de confirmação que a demanda foi feita



Online application

You have successfully completed the registration. You will receive an e-mail to the specified e-mail address in a few minutes. Click the link in the e-mail to access the online application or the appointment. This link is valid for ten days.

In order to ensure smooth and quick procedures, we strongly request applicants to make only one appointment for each application. Please contact the responsible Swiss representation for any cancellation or change of your appointment.

Please keep in mind that a visa application may be submitted at the earliest three months before your planned trip.

If you have questions regarding the registration of the application or if technical problems arise, please contact the responsible Swiss representation.

You can now close this window.

- 4) E-Mail de noreply@swiss-visa.ch – environ 10 minutes après avoir rempli le formulaire. Cliquer sur le lien. Attention ! L’e-mail peut être dans votre dossier spams !

E-Mail de noreply@swiss-visa.ch – pode levar uns 10 minutos até receber o e-mail. Clicar no vínculo. Cuidado ! O e-mail pode ter chegado na caixa spams!

You have registered to book an appointment online. Please click on the following link https://www.ch-edoc-reservation_admin.ch/ispid/signin?otp=9esoiid51flsmv7hd1u0nha to book an appointment at the relevant representation.

You cannot reply to the sender of the present email!

If you have any questions regarding booking your appointment or if any technical problems arise, please contact the relevant Swiss representation.

Yours sincerely,
Your Swiss representation

- 5) Choisir date dans le calendrier – cliquer sur le 01.03.2017 à 9h, par exemple. Les horaires disponibles sont turquoises. Les horaires non disponibles sont gris.

Escolher a data no calendário – clicar em 01.03.2017 as 09h por exemplo (sempre nos quadrados azuis. Os quadrados cinzas já estão reservados.)

<< Woche 9, 2017 >>

	Mo, 27.02.	Di, 28.02.	Mi, 01.03.	Do, 02.03.	Fr, 03.03.	Sa, 04.03.	So, 05.03.
09:00							
10:00							
11:00							
12:00							
13:00							
14:00							
15:00							
16:00							

Abbrechen

- 6) Pré-confirmation : si tout est bon, appuyer à droite, sur TERMIN BUCHEN

Pre confirmação: se tudo estiver ok, apertar em TERMIN BUCHEN

Aktuell Terminvereinbarung

Erfassungszentrum
Rio de Janeiro, Consulate
General of Switzerland (4642)

1. Erfassungszentrum auswählen | 2. Termin wählen | **3. Termin** | 4. Bestätigung

Terminübersicht

Familienname	R
Vorname(n)	R., [123456789, r. i@eda.admin.ch]
Dokumententyp	Visa
Erfassungszentrum	Rio de Janeiro, Consulate General of Switzerland (4642)
Datum	Mittwoch, 01.03.2017
Zeit	09:00

Abbrechen Zurück Termin buchen

Eidgenössisches Justiz- und Polizeidepartement (EJPD) (V 3.5.4)

- 7) RDV confirmé. Appuyez sur *Beenden*. Et voilà ! Reste juste à se présenter avec les documents nécessaires et les formulaires dûment remplis le jour de l'entretien.

Confirmado. Apenas clicar em Beenden. E pronto. Só falta comparecer no dia e hora marcada, com a documentação certa e os formulários devidamente preenchidos.

Erfassungszentrum

Rio de Janeiro, Consulate General of Switzerland (4642)

1. Erfassungszentrum auswählen 2. Termin wählen 3. Termin 4. Bestätigung

Terminbestätigung

Folgender Termin wurde gebucht:

Vorname(n) / Familienname: R [123456789, r i l @eda.admin.ch]
Erfassungszentrum: Rio de Janeiro, Consulate General of Switzerland (4642)
Datum / Zeit: Mittwoch, 01.03.2017 um 09:00 Uhr

Vielen Dank für die Buchung.

Drucken Beenden

Eidgenössisches Justiz- und Polizeidepartement (EJPD) (V 3.5.4)

- 8) Finalement, on reçoit un nouveau mail de noreply@swiss-visa.ch, confirmant le RDV. Attention! L'e-mail peut être dans votre dossier spams !

*Finalmente, recebe-se um novo e-mail de noreply@swiss-visa.ch, confirmando novamente a data e horário.
Cuidado! O e-mail pode ter chegado na caixa spams!*

Swiss-Visa (Booking confirmation)

noreply@swiss-visa.ch

Sent: jeu. 19.01.2017 10:31
To:

The following appointment has been booked:

Surname: R
First name: R
Date: 01.03.2017
Time: 09:00
Place: Rio de Janeiro, Consulate General of Switzerland

You cannot reply to the sender of the present email!

The single appointments of a group application are not booked in the own name of each group member but all in the name of the person whose email-address was registered.

If you have any questions regarding booking your appointment, please contact the competent Swiss representation.

Yours sincerely,
Your Swiss representation