



## SCHENGEN VISA – Airport Transitvisa for NON - Qatari nationals

**Entry clearance requirements depend on citizenship and residence status of applicant (sometimes in a third country).**

Only a flight through **one** Schengen Union Country at a time is considered as transit. Most travelers do not require a visa when air transiting through Germany. The following airports in Germany have an International Transit Area:

- **Cologne/Bonn** (transit only between 4:30 am and 11:00 pm)
- **Düsseldorf** (transit only between 6:00 am and 9:00 pm - your airline must arrange transit with the airport security prior to arrival – please check with your airline)
- **Frankfurt/Main, Hamburg** (transit only between 4:30 am to 11:30 pm)
- **Munich** (München)

### I. DOCUMENTS TO BE SUBMITTED

|    |  | <b>Submitted</b> |
|----|--|------------------|
| 1a | <b>VIDEX Application form – available online <a href="https://videx.diplo.de">https://videx.diplo.de</a> free of charge</b> <ul style="list-style-type: none"> <li>• Fully completed in English or German and personally signed and dated by applicant</li> </ul>  |                  |
| 1b | <b>For minors below the age of 18</b> <ul style="list-style-type: none"> <li>• The application form must be signed by both parents / legal guardian</li> <li>• A form “letter of consent” signed by the parents/legal guardian must be attached</li> <li>• Passport copies of parents/ legal guardian</li> <li>• Birth certificate with an English translation</li> </ul>  |                  |
| 2  | <b>General instruction form</b> <ul style="list-style-type: none"> <li>• Personally signed and dated by the applicant</li> </ul>   |                  |
| 3  | <b>Passport</b> <ul style="list-style-type: none"> <li>• Validity of a minimum of three months from the date of expiry of the requested Visa</li> <li>• Signed by passport holder</li> <li>• Passport not older than 10 years (issued in the last 10 years)</li> <li>• A minimum of two blank pages to be used for visas</li> <li>• Previous passport if applicable</li> <li>• <b>IMPORTANT:</b> valid Qatar residence permit (minimum validity up to return to Qatar)</li> </ul>                          |                  |
| 4  | <b>One recent biometric passport sized photograph (3.5x4,5 cm)</b> <ul style="list-style-type: none"> <li>• Must <b>not</b> be older than 6 months with bright background and frontal view of the face</li> <li>• Digitally altered passport Photos cannot be accepted</li> <li>• Do not glue or staple the photos to the application form</li> </ul>  |                  |
| 5  | <b>Photocopies</b> <ul style="list-style-type: none"> <li>• 1 copy of passport pages with personal data and signature of passport holder</li> <li>• 1 copy of Qatari residence permit</li> <li>• Copies of previous Schengen visa</li> </ul>   |                  |
| 6  | <b>Overseas medical insurance</b> <ul style="list-style-type: none"> <li>• Only insurance companies authorized by the German Embassy Doha are accepted</li> <li>• Valid for entire duration of period of first stay and valid for all Schengen states</li> <li>• Minimum coverage 30,000.00 € incl. repatriation. (Medical insurances linked to credit cards are <u>not</u> accepted)</li> </ul> <p>For multiple entry visas: a signed form ‘Declaration on Travel Health Insurance’ must be submitted</p> |                  |
| 7  | <b>Flight and accommodation of country of final destination</b> <ul style="list-style-type: none"> <li>• Valid &amp; confirmed hotel reservation incl. full address (name, street, city, zip code, contact information, booking ref.)</li> <li>• Vouchers from travel agencies are not accepted as proof of accommodation</li> <li>• Valid &amp; confirmed flight reservation</li> </ul>   |                  |
| 8  | <b>Entry permit for final destination (copy of Visa)</b>   |                  |
| 9  | <b>Accompanying domestic workers</b> <ul style="list-style-type: none"> <li>• Stamped original and copy of employment contract registered with the competent Qatari labor authorities</li> <li>• Duly filled out letter of guarantee signed by sponsor</li> <li>• Passport copy of sponsor and copy of his/her Schengen visa if applicable</li> </ul>  |                  |

### II. REMARKS to be filled out VFS staff (please tick what is applicable):

- ✓ Applicant travels
  - alone
  - with family member/s
  - with a group as .....(please specify e.g. colleague, escort, sponsor)
  
- ✓ Applicant's documents are
  - complete
    - NOT** complete - applicant has been informed of option to withdraw application to avoid possible refusal but wishes to submit application
    - NOT** complete - applicant will submit missing documents within 48 hours to VFS
  - no
    - YES** - applicant has been informed about the processing time and that he/she might not be able to travel to the intended date

Remarks: .....

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**III. SIGNATURES and AGREEMENT**

a) for Visa Applicant:  
 I HAVE READ AND AGREED TO THE TERMS AND CONDITIONS VALID FOR THE VISA APPLICATION AS PER ABOVE

.....  
 City and Date (signature of applicant)

b) for VFS staff:  
 APPLICANT HAS BEEN INFORMED OF THE ABOVE. THE REMARKS HAVE BEEN COMPLETED TOGETHER WITH APPLICANT

.....  
 City and Date (signature VFS Staff)