



## SCHENGEN

Austria - Belgium – Czech Republic - Denmark – Estonia - Finland – France - Germany  
Greece – Hungary - Iceland - Italy – Latvia – Lithuania – Luxembourg - Malta - Netherlands Norway – Poland - Portugal –  
Slovakia – Slovenia - Spain – Sweden – Switzerland

### Information leaflet for Schengen visas (Business, social, tourist or transit visit)

Myanmar nationals who are travelling to Europe for above purposes can obtain a visa for a maximum stay of 90 days within a period of six months (single or multiple entries), valid for all above mentioned countries. In cases of multiple entries the days of every stay will be added up (the maximum stay of 90 days within a period of six months may not be exceeded). In principle, changing of travel destination or purpose after obtaining the visa is not allowed.

Please note that you need to take an appointment to submit your visa application. The link to the appointment system can be found on the homepage [www.rangun.diplo.de](http://www.rangun.diplo.de).

#### General information:

- Incomplete applications cannot be considered.
- All documents have to be submitted in original plus one photocopy.
- All documents in Myanmar language have to be accompanied by a notarized translation into English.
- All applicants could be interviewed by a Visa Officer. Interview requirements may be waived at the discretion of a Visa Officer.
- Visa applications will usually be processed within five working days. Depending on individual circumstances applications may require significantly more time to be processed. You are strongly encouraged to submit your application at least three weeks prior to your intended departure from Myanmar.

#### All visa applicants have to present the following documents:

- **One application form**  
fully and legibly completed in German or English. Please note that applications for children under the age of 18 years need to be signed by all persons holding legal custody for the child (usually both parents). These signatures must be effected in front of a visa officer. The applications are free of charge, available at the Embassy or on our homepage.
- **Two identical recent passport pictures**  
supporting facial biometrics, size 2" by 2" or 35 mm by 45 mm, with grey background
- **Passport (incl. photocopy of your passport data page)**  
issued within the previous ten years, valid for at least three months beyond the expiry of the visa being applied for. The Passport must contain at least two blank pages.
- **Photocopy of National Registration Card and Household register** (Family Member List)
- **Copies of previous Schengen visas** (incl. entry and departure boarder police stamps)
- **Travel health insurance**  
to cover any expenses which might arise in connection with repatriation for medical reasons, urgent medical attention and/or emergency hospital treatment. The minimum coverage must be no less than EUR 30,000 and be valid for in all Schengen countries. Claims against the insurer must be recoverable in the Schengen States and/or Liechtenstein.

**The following additional documentations are required depending on the purpose of your journey**

**For business visa:**

- Original invitation letter from your business partner in Germany/Europe,
- proof of sufficient financial means for your journey. Letter of Formal Obligation (“Verpflichtungserklärung”) by your host and certified by the German Immigration Service (“Ausländerbehörde”) or evidence that you personally hold sufficient foreign funds,
- valid trade license and registration of your company in Myanmar,
- covering letter/introduction letter from your company or organization in Myanmar,
- explaining necessity to travel even if the applicant is the owner of the company,
- evidence of your personal circumstances in Myanmar, examples: marriage certificate, birth certificate of children (if applicable), salary paper, work contract etc.

**For tourist or social visit visa:**

- Letter of Formal Obligation (“Verpflichtungserklärung”) by your host and certified by the German Immigration Service (“Ausländerbehörde”) or evidence that you personally hold sufficient foreign funds,
- evidence of your personal circumstances in Myanmar, examples: marriage certificate, birth certificate of children (if applicable) etc.,
- if tourist: flight and hotel reservation (the actual flight ticket is not required),
- letter from employer (with physical address and telephone number) stating your position in the company, the duration of your employment with the company and the duration of leave granted,
- pay slips and/or bank statements of the last three months, salary paper.

**Additional requirements for foreign residents in Myanmar:**

Other nationals additionally have to provide a copy of the stay permit **and** re-entry visa for Myanmar valid for at least three months after the intended date of return to Myanmar

With effect from 14 November 2013, all Schengen States started to collect and exchange biometric data in a collective **Schengen Visa Information System (VIS)**. People applying for a Schengen visa must apply in person, so that the necessary data - **ten fingerprints** - can be collected. Finger scans stored in the VIS can be re-used for further visa applications for five years.

**Please note that depending on individual circumstances additional documentation may be required.**

**Visa fees are payable upon application in USD cash at the prevailing Embassy exchange rate**

Adults: EUR60

Children between the age of 6 and 12 years: EUR35

No other visa or application fees will be charged. Please note that this is a processing fee. Fees will not be reimbursed in case applications are being withdrawn or denied.

Spouses and unmarried children (under the age of 18 years) of German citizens as well as dependants of other EU nationals, diplomats and official passport holders are exempt from the payment of visa fees.