

## **Required documents:**

**1 A recognised passport or a recognised travel document. The passport or the travel document produced should have validity of 03 months after the expiration of the valid visa.**

**2 One legibly and fully completed application form dated and signed.**

**3 One recent passport size photograph (To be glued to the form no staples).**

**4 An invitation letter from the host, stating the period during which he/she is willing to host the applicant, the duration of your stay, and if he/she is lodging you.**

**5 Travel Insurance (medical repatriation + urgent medical care) covering and Schengen countries for an amount of at least 30.000 Euros.**

**6 Proof of transportation: e.g. confirmed roundtrip or outbound airline ticket, mentioning the dates of departure and return.**

**7 Proof of sufficient financial means:**

**\* An affidavit of support (i.e. the Annexe 3 bis) to be obtained by the host at the municipal office of the place of residence and legalized by this authority. Only Belgian citizens or foreigners being permanent residents in Belgium for unlimited period**

**\* + Proof that the host meets the legal requirements as to financial solvability to act as a guarantor (salary slips of the last three months or most recent income tax statement)**

**\* +Attestation of family composition of the guarantor (issued by the municipal administration)**

**\* +Copy of identity card or residence permit of the guarantor (both sides)**

**(Your guarantor can find a detailed information brochure on this issue in Dutch or French on the following website [www.dofi.ibz.be](http://www.dofi.ibz.be))**

**8 Proof of employment & income of the traveler:**

**\* Salary slips and bank statement (salary account by preference) for last 03 months.**

**\* Proof of property or bank deposits is not acceptable**

**\* Letter**