



Pretoria, 11.03.2020

## 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) 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

- ☐ 2 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](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.
- ☐ Round trip flight reservation or detailed travel itinerary 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 unabridged birth certificate (if applicant is a minor or below 21 years of age).
- ☐ Photocopy of the passport of the Swiss or EU/EFTA-Spouse.
- ☐ Spouses/Children of Swiss or EU/EFTA-Nationals are **exempted from the visa fee**.

**Please turn the page**

**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.
- 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.
- 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: \_\_\_\_\_