

## SEAFARER VISA

This document is one of the forms you need to submit with your application. If any of the required documents listed below are missing, this may result in the rejection of your visa application. Gather your documents in order of the checklist and check each item. All documents are to be presented in Dutch or English. Documents in any other language should be accompanied by an authorized translation.

**You are requested to hand in the following documents. For every document, you must provide the original and one copy. Please note that there is no option to request the return of submitted documents:**

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- Visa Application Form** : Completed and personally signed. If the applicant is a minor, signature(s) of the legal guardian(s) is/are required.
- One recent photograph**: Not older than 6 months, 34x45 in colour and with a white background.
- Passport or other travel document**: with a validity exceeding at least 3 months after your scheduled return from the Schengen area, issued within the last 10 years and containing at least 2 blank pages. Copies of the pages with personal information. If applicable, copies of previously obtained visa for Schengen, United Kingdom, United States and Canada.
- Previous passport(s) (if applicable)**: Copies of the pages with personal information. If applicable, copies of previously obtained visa for Schengen, United Kingdom, United States and Canada. N.B. if the previous passport still contains a valid Schengen visa, both the originals of the current passport and the previous passport will have to be submitted and the applicant will not have these passports in his/her possession during the processing of the visa application.
- Visa Fee** and service fee (payment receipt).

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- Travel itinerary**: travel reservation to and from Schengen area in your name (not a ticket).
- Letter from applicant's local employer**: Written and signed on official paper, containing personal information of applicant and purpose of travel.
- Letter of guarantee from principal / shipping agency in the Netherlands**: Written and signed on official paper, containing personal information of applicant and purpose of travel (full name, place and date of birth, passport number, number of seaman's book, position of the seafarer on the boat, date and airport of entry into the Schengen area, name of the boat, port of boarding).
- Seaman's book**: Photocopy of all used pages containing information and stamps (please bring both the original and the photocopies to the appointment. After checking the original, you will receive this back and the photocopies of the seaman's book will be submitted with the application).
- Labour agreement/employment contract**: Contract with the navigation company / ship in order to board the ship.
- Residency permits if applicable**: If the applicant is not a national of the country in which he/she applies for the visa, proof of valid residence status (such as re-entry permit or residency permit).

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*I have been informed that:*

- *if I still have a Schengen visa that is valid for more than three months, the current visa application will not be processed and the visa application will be returned to me with a repayment of the visa fee, but not the service fee;*
  - *I will not have my passport in my possession during the process of my visa application;*
  - *an application without the complete set of documents according to the above mentioned checklist may result in a rejection of my visa application;*
  - *additional supporting documents may be requested from the competent authorities. In case of refusal, visa fees are not refundable.*
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Applicant's Signature

Signature of VFS Staff