

AUSTRIA (SCHENGEN VISA)

- Austria is a member of the Schengen agreement. Countries that participate in the Schengen agreement are Austria, Belgium, France, Germany, Greece, Italy, Portugal, Spain, The Netherlands, Finland, Norway, Denmark, Sweden and Iceland.
- Visas are required by South African passport holders
- Visas are not required by British Citizens
- The country of your longest stay will issue your Schengen visa. Only if your stay in the Schengen states is the same number of days in each country would you apply through the country of the first port of entry.
- Schengen visas are free of charge to spouses & children (under 16) of EU passport holders. A copy of the EU passport & marriage certificate (spouse) or full birth certificate (child) is required

TOURIST VISA REQUIREMENTS

- One application form
- Passport must be valid for at least 6 months after return date
- **No Temporary Passports are allowed**
- Two passport size colour photos per application (No Smiling on the photo and mouth must be Closed as per the Embassy)
- Copy of confirmed, pre-paid accommodation if faxed from hotel or original hotel voucher plus photocopy if booked locally is required.
- Letter of invitation (Meldezettel – Austrian Police registration) by fax if staying privately with family and friends and a Copy of Hosts Passport
- E-MAILS ARE NOT ACCEPTED AS PROOF OF ACCOMMODATION
- Original return air ticket plus a copy is required
- Proof of travel insurance is required even if tickets are bought on credit card , **must have name and travel dates**
- Proof of foreign exchange is required. Either the original foreign exchange receipt plus a photocopy **OR** if using a credit card, an original letter from your Bank stating the credit card number, expiry date and the amount endorsed. Plus photocopy of the credit card.
- If employed or self-employed an original company letter is required stating your position held, period of employment, exact dates of your leave & expected date of return
- In the case of scholars or students a letter from the school is required stating the applicant is enrolled, will be returning & expected date of return
- Minors travelling with one parent require a **certified** letter of consent from the parent not travelling, minors travelling alone require a **certified** letter of consent from BOTH parents

PROCESSING TIME

- 10 Working days. The Austria Embassy is closed every Friday.

BUSINESS VISA REQUIREMENTS

- One application form
- Passport must be valid for at least 6 months after return date
- **No Temporary Passports are allowed**
- Two passport size photo per application (No Smiling on the photo and mouth must be Closed as per the Embassy)
- Original return air ticket plus a copy is required
- Proof of travel insurance is required even if tickets are bought on credit card , **must have name and travel dates**
- A company letter on an original letterhead is required stating the nature of the business to be conducted in Austria, and that the company will be responsible for all expenses including medical
- A faxed letter of invitation from the Austrian company to be visited is required
- Proof of foreign exchange is required. Either the original foreign exchange receipt plus a photocopy **OR** if using a credit card, an original letter from your Bank stating the credit card number, expiry date and the amount endorsed. Plus photocopy of the credit card.

PROCESSING TIME

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