

VISA DOCUMENT GUIDE / 2026 EDITION

Schengen Europe

A clear, beautifully organised checklist for your application.

One Schengen visa covers travel across all Schengen member states. You apply at the consulate of your main destination, or the first country you enter if the stay is evenly split.

VISA TYPE

Sticker visa (Type C)

ENTRY

Single, double or multiple entry

VALIDITY

Up to 5 years for repeat travellers

Application essentials

VISA TYPE

Sticker visa (Type C)

ENTRY

Single, double or multiple entry

VALIDITY

Up to 5 years for repeat travellers

STAY

90 days within any 180-day period

BIOMETRICS

Mandatory, reused for 59 months

Photograph specification

- 1 35 x 45 mm, taken within the last 6 months
- 2 Plain white or light background, no shadows
- 3 Neutral expression, eyes open, mouth closed
- 4 No spectacles, headwear only for religious reasons

Eligibility checklist

- ☐ Purpose of travel that matches the visa category
- ☐ Insurance meeting the EUR 30,000 minimum
- ☐ Sufficient means of subsistence for each day of the stay
- ☐ Intention to leave before the 90-day limit expires

DOCUMENTS TO PREPARE

Complete checklist

REQUIRED FOR EVERY APPLICANT

- ☐ **Passport**
Issued within the last 10 years, valid for 3 months beyond your return, with 2 blank pages.
- ☐ **Schengen application form**
Completed and signed; minors need both parents' signatures.
- ☐ **Two photographs**
35 x 45 mm, recent, meeting ICAO specification.
- ☐ **Travel medical insurance**
Minimum EUR 30,000 coverage valid across all Schengen states for the whole trip.

FINANCIAL DOCUMENTS

- ☐ **Bank statements**
Last 6 months, bank-stamped or e-statements with the bank logo and IFSC visible.
- ☐ **Income tax returns**
ITR acknowledgement for the last 2 to 3 assessment years.
- ☐ **Salary slips**
Last 3 months for salaried applicants.
- ☐ **Proof of funds**
Fixed deposits, investments or a sponsor letter with the sponsor's own statements.

OCCUPATION PROOF

- ☐ **Employed**
Leave sanction letter on company letterhead, employment certificate and ID card copy.
- ☐ **Self-employed**
Business registration / GST certificate, company bank statements and partnership deed if applicable.
- ☐ **Student**
Bonafide certificate from the school or college plus latest mark sheet.
- ☐ **Retired**
Pension order or retirement proof, plus proof of savings.

DOCUMENTS TO PREPARE

Complete checklist

TRAVEL DOCUMENTS

- ☐ **Confirmed flight itinerary**
Round-trip booking showing entry and exit dates.
- ☐ **Accommodation proof**
Hotel bookings for the full stay, or a host invitation with their address proof.
- ☐ **Day-wise itinerary**
Cities, dates and planned activities for the full trip.
- ☐ **Travel insurance**
Mandatory: minimum EUR 30,000 medical coverage across the Schengen area.

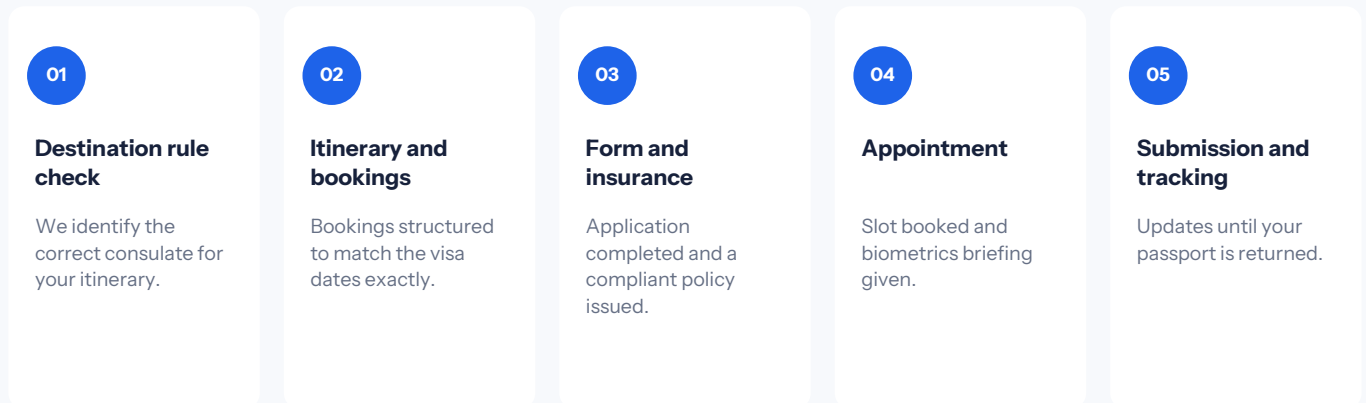
PURPOSE-SPECIFIC DOCUMENTS

- ☐ **Tourism**
Day-wise itinerary, confirmed hotels and internal travel bookings between cities.
- ☐ **Visiting family or friends**
Formal invitation or obligation letter, host's ID and residence proof.
- ☐ **Business**
Invitation from the European company, employer letter and event or meeting confirmation.
- ☐ **Student (national visa)**
Admission letter, blocked account or scholarship proof, academic documents and accommodation proof.

FINAL REVIEW & NEXT STEPS

Before you submit

Application journey



Important to know

- Apply at the consulate of the country where you will spend the most nights.
- The 90/180 rule counts all days spent in the Schengen area, not just this trip.
- Appointments open a limited number of weeks before travel, so plan early.

READY WHEN YOU ARE

Let's make your file submission-ready.

Start your application at imigro.com. Our team will tailor this checklist to your profile, travel purpose and circumstances.