



Checklist for visa application | Official mission

Applications should be submitted in person (also babies and children) and the following documents must be submitted:

- For every document, you must provide the original and one copy.
- The documents are to be presented in (or translated to) Dutch, English, French or Spanish.
- The documents submitted will not be returned. Only the travel document will be returned.

1. Application

1.1 A completed and signed Schengen [visa application form](#).

- Yes
- No
- Remarks

2. Travel Documents

2.1 A passport or other travel document.

- Yes
- No
- Remarks

2.2 A copy of all pages of the passport.

- Yes
- No
- Remarks

Please note:

- Your passport or travel document must be valid for at least 3 months from the date on which you leave the Schengen area.
- Your passport or travel document must have at least 2 empty visa pages.
- Your passport or travel document cannot have been issued more than 10 years ago.

Additional requirements for minors (under 18 years):

2.3 Birth certificate of the child (Assento de Nascimento) or valid identity card (with the mention of parents' names) and application form signed by one parent or legal guardian.

- Yes
- No
- Remarks



2.4 If the minor(s) is/are travelling with only one parent, you also have to present: a photocopy of the authorization* of the other parent not travelling, stating that the minor is authorized to undertake the journey, indicating the full itinerary and the person who will accompany the minor, and be accompanied by a photocopy of a valid visa or document that will enable that person to travel. Exceptions will be made to this if the single parent with whom the minor is travelling holds the parental authority alone, depending on proof by court decision or death certificate.

- Yes
- No
- Remarks

If the minor(s) is/are travelling alone:

- a photocopy of the authorization* of the legal guardian or parental authority stating that the minor is authorized to undertake the journey, the full itinerary, identification of the responsible person (of full age) who will accompany the minor, as well as a photocopy of a valid visa or another document that will enable the person to travel.
- proof of means of subsistence of the person sponsoring the travel. In case of deceased parent(s), death certificate has to be presented.

- Yes
- No
- Remarks

* This authorization has to be certified by an Angolan Notary and the Angolan Ministry of Foreign Affairs.

3. Evidence of legal residence

3.1 Non-Angolan nationals: a residence permit, valid for more than three months after the expected departure from the territory of the Member States.

- Yes
- No
- Remarks

4. Photo

4.1 A passport photo that meets Dutch passport requirements. This photo cannot have been taken more than 6 months ago and must bear a clear resemblance.

See: [photo guidelines](#).

- Yes
- No
- Remarks

5. Proof of travel

Note: make travel reservations which you can cancel, in case your visa request will be refused.



5.1 Confirmed flight reservation with fixed dates (not waitlisted).

- Yes
- No
- Remarks

5.2 Note from the responsible institution indicating the reason for the journey and a declaration that the institution will cover the costs.

- Yes
- No
- Remarks

5.3 Holders of diplomatic, service/official or special passports: a note verbale from the Ministry of Foreign Affairs complying with the specimen provided by the MIREX (or, if the applicant is a non-Angolan national, from the third country's diplomatic mission).

- Yes
- No
- Remarks

6. Proof of health insurance

6.1 The insurance policy has been taken out in your name.

- Yes
- No
- Remarks

6.2 Your insurance is valid throughout the Schengen area and for the duration of your stay.

- Yes
- No
- Remarks

6.3 At least € 30.000 of medical costs are reimbursed, including hospital care, emergency treatment and repatriation (including in the event of death).

If your insurer will not provide an official document of this nature, you should take out travel insurance with appropriate medical coverage for this trip with one that does.

- Yes
- No
- Remarks

7. Visa

7.1 A visa, residence permit or passport which gives entry to your final destination after your visit to the Schengen area.

- Yes
- No



Remarks

8. Payment

8.1 Payment of the visa fee.

- Yes
- No
- Remarks

Please be aware of the following:

- You will not have your passport in your possession during the process of the visa application.
- An application without the complete set of documents according to the above mentioned checklist may result in a rejection of your visa application.
- In case of refusal, visa fees are not refundable.

List of documents to be presented by visa applicants from Angola according to the Commission Implementing Decision of 16-3-2015 by the European Commission, in conformity with the list of supporting documents.