



APPLICATION FOR A SHORT-STAY VISA (SCHENGEN VISA, C VISA)

SPECIFIC REQUIREMENTS FOR A FAMILY MEMBER OF AN EU/EEA/SWISS NATIONAL/ARTICLE 50 TEU FOR ALL SHORT-STAY CATEGORIES

- ! **No visa fee is required for applicants who qualify as family members** of an EU/EEA/Swiss national/article 50 of the EU Treaty, i.e. if they are (i) spouses or registered partners, (ii) direct descendants (of the EU citizen or their spouse) if the child is under 21, (iii) dependent direct descendants (of the EU citizen or their spouse), or (iv) dependent direct ascendants (of the EU citizen or their spouse). Please note that **family members of Luxembourg nationals residing in Luxembourg are not eligible**, as they do not make use of their right to free movement.
- ! **Where to apply:** The Consulate is only accessible by appointment on Mondays, Tuesdays, Thursdays and Fridays from 10.00 to 12.00.
- ! **How to apply:** Bring all the required documents when submitting the application. Files should be arranged in the order listed below without perforated pockets, staples or paper clips and printed on one side only. A separate file must be prepared for each applicant, including minors. Unless otherwise stated, original documents are not required and documents in Russian must be accompanied by a translation in **French, English or German** on separate sheets. Reservations from travel agents, screenshots and photos of documents are not accepted. The Consulate has the right to request additional documents that are not included in the list (including a proof of payment of reservations) and invite the applicant for an interview. The submission of documents does therefore not guarantee the issue of a visa.
- ! **Biometric data:** Applicants under the age of 12 and applicants whose fingerprints have been taken within the last 59 months are exempt. Applicants should contact the Consulate before the appointment to check the validity of the fingerprints by sending the most recent visa. If the fingerprints are still valid, the **application can be sent by post (any postal service)** to the Consulate to be received **on the day of the appointment** or delivered to a third party on the day/time of the appointment (no power of attorney required). Applicants must also organise the return delivery of their passport themselves once the Consulate has confirmed that the passport is ready for collection. Note that if the fingerprints are of poor quality, the Consulate will ask the applicant to reappear for fingerprinting.
- ! **How to collect the passport:** The Consulate notifies applicants by telephone (at the number provided in the application form).

DOCUMENTS REQUIRED

<input type="checkbox"/>	SCHENGEN VISA APPLICATION FORM > Filled out in English or French and signed by the applicant (or legal guardian/parental authority)
<input type="checkbox"/>	1 STANDARD PHOTOGRAPH (according to Schengen guidelines ; glued in the upper right corner of the application form)
<input type="checkbox"/>	INTERNATIONAL PASSPORT (original and copy, including all used pages, biometric data and previous Schengen visas) > issued within the last 10 years and valid for at least 3 months after the expected date of departure from the Schengen area > containing at least 2 blank pages
<input type="checkbox"/>	COPIES OF PREVIOUS SCHENGEN VISAS FOR THE LAST 3 YEARS (if not in the current passport)
<input type="checkbox"/>	PROOF OF RESIDENCE > <u>For Russian citizens:</u> original and copy of internal passport, including all used pages (the Consulate may request additional proof of residence if required) > <u>For non-Russian citizens:</u> original and copy of the document proving residence (valid residence permit or long-term visa)
<input type="checkbox"/>	TRAVEL ARRANGEMENTS (<i>Reservations from booking.com/travel agents and screenshots are not accepted</i>) > round trip ticket reservation or other document confirming means of transport (e.g. contract with transport company, copy of driver's licence and registration) > proof of accommodation (e.g. hotel reservation, lease or voucher); not applicable if travel purpose is to visit family or friends and the accommodation is covered by the national sponsorship form
<input type="checkbox"/>	PROOF OF RELATIONSHIP TO AN EU/EEA/SWISS NATIONAL/ARTICLE 50 TEU (applicant is travelling with or will be visiting) > Children up to the age of 21: notarised copy of birth certificate, legalised/apostilled by the competent authority > Spouses: notarised certificate of marriage or registered partnership, legalised/apostilled by the competent authority > Dependent ascendants: a notarised certificate of family relationship, legalised/apostilled by the competent authority
<input type="checkbox"/>	PROOF THAT FAMILY MEMBER IS USING OR HAS RECENTLY USED THEIR RIGHT TO FREE MOVEMENT > Luxembourg residence permit of the family member who is an EU/EEA/Swiss national/Article 50 TEU > This therefore excludes family members of Luxembourg nationals (Visit the official EU website for more information)
<input type="checkbox"/>	PROOF THAT APPLICANT IS ACCOMPANYING OR VISITING AN EU/EEA/SWISS NATIONAL/ARTICLE 50 TEU > Joint travel reservation, affidavit stating that the applicant is accompanying or joining an EU/EEA/Swiss national/Article 50 TEU, or a valid national sponsorship form (all pages must be printed)
<input type="checkbox"/>	<u>FOR DIRECT DESCENDANTS UP TO THE AGE OF 21 OR DEPENDENT DIRECT ASCENDANTS:</u> PROOF OF DEPENDENT STATUS > regular and substantial financial contribution from the EU/EEA/Swiss national/Article 50 TEU (living and/or education expenses)
<input type="checkbox"/>	<u>FOR MINORS:</u> PARENTAL CONSENT > original and copy of the birth certificate > copy of the notarised consent for travelling abroad if the minor is travelling alone or with one parent; exceptions can be made if the parent with whom the minor is travelling has sole parental authority (if the other parent is deceased or has been deprived of custody, in which case a death certificate or a court order granting custody solely to the accompanying parent is required) > copy of a valid visa of the parent(s) travelling with a minor for whom a visa is not issued at the same time as the parent(s)