

Checklist visa facilitation for family members of EU/EEA or Swiss nationals

Important!

This special procedure is not applicable for family members of Dutch nationals living in the Netherlands. An EU/EEA national can be said to be exercising his/her right of free movement if he/she moves to or resides in (or has moved to or resided in) a member state **other than that of which he/she is a national**. A Dutch national who resides in the Netherlands **is not** exercising his right of free movement.

Is your family member a EU/EER national or Swiss national and did that family member exercise their his/her right of free movement? In that case you can use this procedure.

For more information: <https://ind.nl/en/eu-eea/Pages/Family-member-with-different-nationality.aspx>

- Applications should be submitted in person (also babies and children).
- 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.

Required documents:

- **A valid travel document**

- > 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.

- **And a copy of:**

The personal details page.
Previously issued visas and a copy of all entry/exit stamps.
The personal details page of any previous passport and its visas.

- **A completed and signed Schengen visa application form. You do not need to answer questions 19,20,31,32,33.**

- If you are applying for a Schengen visa **for a minor who will be travelling alone or with only (with only 1 parent)** 1 parent, please submit the following documents:

- o An extract of the minor's birth certificate
- o An identity document bearing the parent's signature (1 document for each parent).
- o A declaration of consent from both parents, stating that the minor can travel.
- o If relevant: a court judgement stating which parent has been allocated parental responsibility for the minor.
- o If relevant: a declaration from the minor's school consenting to his/her absence.

- **Proof of the family relation with the EU/EER/Swiss national with whom or to whom you will travel.**
For example: a (legalized/apostille) birth certificate, marriage certificate, legal partnership certificate.
- **Proof that this EU/EER/Swiss national is exercising or has exercised recently the right of free movement.**
For example: a proof of registration of your family member in their country of residence or a residence permit.
- Travel schedule or ticket reservation in your name (not a paid ticket)
Important: make a ticket reservation that you can cancel.
- Travel schedule or ticket of your family member in case you travel together (not a paid ticket)
Important: make a ticket reservation that you can cancel
- **A passport photo that meets Dutch passport requirements.** This photo cannot have been taken more than 6 months ago.
<https://www.government.nl/documents/leaflets/2015/01/21/photomatrix-guidelines-2007>
- VFS service fee.

You will have to make clear at time of applying for your visa that you apply for a visa for spouse or dependent of a EU/EEA/Swiss national and show this checklist. This is important to decide that the Schengen visa fee can be waived.

I have been informed:

That I will not have my passport in my possession during the process of my visa application.

That an application without the complete set of documents according to the above mentioned checklist may result in a rejection of my visa application.

That additional supporting documents may be requested from the competent authorities. In case of refusal, visa fees are not refundable.

Applicant Signature

Date