



GERMANY BUSINESS VISA REQUIREMENT

1. Short stay visa application form dully filled and signed by the applicant. In case of minor(s), form should be signed by both parents.
2. Two photographs of the applicant with white background. **(Please check photographs specifications on next page)**
3. An invitation letter from the business partner, private or public organization established **in Germany**, in the applicant's name and indicating the purpose and trip dates.

Visa for trade fairs: No invitation letter is required for Visitors and Exhibitors. Paid fair ticket as visitor or proof of stall booking, invoice and payment as exhibitor (For TDAP group participants as well), and hotel booking have to be submitted.

4. Original signed letter of the applicant's company / employer stating name, position, salary, duration of employment, address and contact numbers of the employer, purpose and duration of visit to the Schengen state(s). Proof of business contacts, e.g. export papers, etc.
5. Supporting documents of the company's/organization's income:
 - Original bank statements of the last six months + Bank maintenance certificate
 - National Tax Number Certificate **(NTN)** for the previous two years and proof of income tax payment **(FBR)**
 - Chamber of Commerce Certificate valid for the current year
 - Recommendation for business visa form the Chamber of Commerce
6. Confirmed Hotel Reservation and copy of Flight booking
7. An ordinary passport or other recognized travel document valid for at least three months from the expiry date of the visa applied for. This document must have at least two empty pages. Please bring previous passports and attach with copies of Schengen, US, UK, Canada, Australia visas. Photocopy of your national ID card. Police report required if previous passport lost.
8. If you have been refused a visa by an Embassy or High Commission, written explanation about reason for trip and refusal letter.

FOR DETAILS & INQUIRY


Furqan Qureshi
0300 0800 527


Muhammad Imran
0300 0800 528


Adeel Ali Khan
0300 0800 531


Ayaz Hussain
0300 0800 530


Noman Siddiqi
0300 0800 524

For More Information
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(021) 111 800 500

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9. Supporting documents of personal income:

- Original bank statements of the last six months + Bank maintenance certificate
- National Tax Number Certificate (**NTN**) for the previous two years and proof of income tax payment (**FBR**)
- Last three month's salary slips

If the applicant is the proprietor of a company, he must attach:

- Original bank statements of the last six months + Bank maintenance certificate
- National Tax Number Certificate (**NTN**) for the previous two years and proof of income tax payment (**FBR**)

10. Family Registration Certificate (**FRC**) issued in English by NADRA (**Pakistan National Database and Registration Authority**)

11. Original and copy of a travel medical insurance policy of not less than **30,000 Euros**. The policy must cover medical and hospitalization expenses for the entire period of valid stay on Schengen territory as well as repatriation costs.

REQUIRED INFORMATION FOR VISA PROCESSING:

- Marital Status
- Mother's Name
- Spouse Name, Date of Birth & Place of birth
- Name of School, Address & Telephone No.
- Cell No. & Telephone No.

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