



## Visitor Visa

If **Germany** or **Austria** is your **main destination** for a trip in order to **visit your family or friends** not exceeding 90 days and you stay with the hosts at their house, you will need to apply for a **visitor visa**.

Based on the submitted documents, the Consulate General will need to verify your purpose of stay, sufficient funds and a motivation to return to Canada.

The visa application may be submitted at the **earliest 6 months prior** to the planned trip and should be submitted **no later than 15 days prior** to departure. The visa section endeavors to process applications as timely as possible. As a general guideline, processing of an application for a visitor visa with full set of required documents may take up to 15 days. In justified cases where further investigation is necessary or information needs to be sourced, processing time may be extended to up to 45 days. **No expedited processing time will be guaranteed for late applications.**

The list below shall assist you in having **all** of the following documentation **prepared** in the **given order** before you come to your visa appointment. **Incomplete documentation may result in the rejection of your application.**

You have to submit your application **in person**. Please note that fingerprints will still have to be taken from all applicants.

All documents need to be presented in the **given order in original**. Should you wish to keep any originals, kindly provide an additional copy.

Please prepare your documents in the order indicated below and **submit with a print-out of the list:**

→ **Please check all documents you submit:**

<input checked="" type="checkbox"/>	
<input type="checkbox"/>	Valid and signed <b>passport</b> (issued within the <b>last 10 years</b> and valid for <b>at least 3 months after leaving the Schengen area</b> with at least <b>2 empty pages</b> )
<input type="checkbox"/>	Valid <b>permanent resident card</b> or <b>Canadian temporary resident visa</b> , valid for <b>at least 3 months</b> after leaving the Schengen area (no exception can be made)
<input type="checkbox"/>	<a href="#">Application form</a> , fully completed, <b>duly signed</b>
<input type="checkbox"/>	<b>Declaration “Use of mail services”</b> , and <a href="#">Information pursuant to sec. 54 (2) 8, 53 of the Residence Act</a> , <b>duly signed</b>
<input type="checkbox"/>	<b>Passport size picture, stamped</b> , not older than three months with a bright background and frontal view of the face ( <i>please do <u>not attach</u> the picture to the application form</i> ) <b>Digitally-altered passport pictures will not be accepted</b>
<input type="checkbox"/>	Copy of your <b>passport’s data page</b>
<input type="checkbox"/>	Copy of your <b>permanent resident card (both sides)</b> OR <b>Canadian temporary resident visa</b>

<input type="checkbox"/>	<b>Invitation letter</b> from your host not older than 4 weeks and <b>signed</b> , stating the dates of your trip, and a <b>passport copy</b> of the host
<input type="checkbox"/>	<b>Flight reservation/itinerary</b> (including your name) to <b>Germany and back to Canada or final destination</b> , rail tickets or others
<input type="checkbox"/>	if applicable Copy of the <b>valid visa / residence permit of your final destination</b>
<input type="checkbox"/>	<b>Proof of travel health insurance</b> (Canadian or German), valid <b>for the entire stay</b> in the <b>Schengen area</b> with a minimum coverage of 30.000 € (approx. 50,000 CAD), including the following details: <b>name</b> of insured person, length of <b>coverage</b> , insurance sum and repatriation coverage. In case you want to take several trips within the period you are applying for, health coverage for the first trip is sufficient. Please note that health insurance coverage by <b>credit card</b> is <u>not valid</u> unless you present a letter from the credit card company with details of coverage of your trip.
<input type="checkbox"/>	<b>Proof of employment</b> (job letter or business registration, if self-employed) OR <b>enrolment letter from university or school in Canada</b>
<input type="checkbox"/>	<b>Proof of sufficient funds to cover the costs of your proposed trip:</b> - last 3 bank statements with your name, OR - If sponsored by host in Germany or if your own funds are not sufficient: Original and copy of <b>Formal Obligation</b> (“Verpflichtungserklärung”, to be obtained by the local Alien’s Authority in Germany) from your host
<input type="checkbox"/>	<b>Prepaid self-addressed Xpresspost envelope</b> (Canada Post only), <b>Regional Standard</b> to Ontario or <b>National Standard</b> to all other provinces (shipment to a Canadian address only)
	<b>For Minors:</b> <input type="checkbox"/> <b>birth certificate with parental information</b> , original and official translation into German or English, if applicable (must be certified by a notary public if parent is not present at the interview) – <b>plus one copy each</b> <input type="checkbox"/> <b>application form signed by one parent</b> on the last page ; <b>if both parents have legal custody and <u>only one</u> parent or <u>no parent</u> is travelling with the child: declaration of consent of the non-travelling parent/s</b> – signature/s must be <b>certified by a notary public</b> if parent is not present at the interview; in case only one parent has custody, proof thereof by means of a parental order or death certificate <input type="checkbox"/> <b>passport copies of both parents</b>
<input type="checkbox"/>	<b>Visa fee:</b> - for children under age of 6 years: no charge - for children between 6 and 12 years; equivalent of 40 €, i.e. app. 60 CAD for persons over 12 years of age: equivalent of 80 €, i.e. app. 120 CAD (payment by cash/ mastercard/ visa)

**Please note** that the German Consulate reserves the right to ask for additional documents at any time during processing. Submission of the above mentioned documents does **not** guarantee that a visa is granted.

For further information, such as **passport and photo requirements** please visit our **website** [www.canada.diplo.de/shortstay](http://www.canada.diplo.de/shortstay).

Please see as well our visa-related [FaQ](#).

Please note: The Visa Section is not in a position to **provide individual advice** or **pre-screening** of documents. In case of further **queries not answered on our website/ FaQs**, you may contact the Visa Section via email at [visa@toro.diplo.de](mailto:visa@toro.diplo.de).