



# Entry visa application checklist

- Documents must be in Dutch, English, French, German or Spanish. If they are in a different language, you will need to have them translated.
- You must submit your application in person.
- Documents will not be returned to you, with the exception of your travel document and expired residence permit.
- To apply for a visa you will need to hand in your travel document.
- The competent authorities may ask you to provide additional supporting documents.
- Any fees will not be refunded if your application is rejected.

## 1. Application

- 1.1 A completed, signed [Schengen visa application form](#)

## 2. Travel documents

- 2.1 A valid passport or other travel document, together with a photocopy of the personal details page  
Please note:

- Your travel document must have at least two empty visa pages.
- Your travel document must not be more than 10 years old.
- Your travel document must be valid for at least another 3 months after the date you intend to return to the Netherlands.

## 3. Photo

- 3.1 A [colour photo that meets Dutch requirements](#) This photo must have been taken in the last six months.

Please note: You do not need to bring a photo if you are applying for the visa via VFS Global or TLScontact. They will take your photo during your appointment.

## 4. Itinerary

- 4.1 Itinerary for travel to the Netherlands showing departure and arrival locations and times for each part of your journey.

Please note: make travel reservations that you can cancel if necessary.

## 5. Applications for children aged under 18 years

To apply for an entry visa for a child under the age of 18, you also need the following documents:

- 5.1 The [permission form](#), completed and signed by both parents or guardians
- 5.2 A photocopy of the child's valid identity document (such as a passport) signed by both parents or guardians
- 5.3 A photocopy of the child's birth certificate showing the names of both parents
- 5.4 Any relevant legal documents, such as those relating to guardianship

## 6. Residence permit

If your residence permit has expired, you will need the following documents:

- 6.1 Your residence permit
- 6.2 A document showing the date you left the Netherlands or the Schengen area (such as a plane ticket or a stamp in your passport)

If your residence permit was lost or stolen, you will need the following documents:

- 6.3 A police report
- 6.4 A photocopy of the residence permit, if you have one
- 6.5 Your alien registration number (V number)  
You can find this number in letters from the Immigration and Naturalisation Service (IND) and on the back of your residence document.