

## **Netherland Visa Requirements- Business**

### **SHORT STAY - BUSINESS VISA**

(This visa is valid for a stay of up to 90 days.)

#### ***Requirements:***

- Original passport valid
- The application form with ALL COLUMNS filled in and signed by the Applicant.
- TWO RECENT PHOTOS in the size of 2 inches x 2 inches with white background. The face should cover 50 percent of the photo area.
- COVERING LETTER in original from the Indian Organization or Company of the Applicant, containing the name and designation of the Applicant and that of the signatory (of managerial or executive level). An outline of the Applicant's itinerary, the purpose of his/her visit, names and addresses of the companies he/she intends to visit.
- An INVITATION LETTER from the Dutch company or organization containing the following information.
  - Name of the applicant
  - Dates of the intended stay
  - Purpose of the visit
  - Nature of costs being covered (boarding and lodging)
- Evidence of source of FINANCIAL SUPPORT such as:
  - Foreign Exchange endorsed in the passport or Bank statement.
- In case of Applicant being the proprietor/owner of the BUSINESS, documents related to the financial standing of the company may be required. This could be in the form of Income-tax returns, company memorandum, partnership deed, establishment license or proprietorship, bank statement.
- Proof of Applicant's STATUS IN THE COMPANY such as salary certificate, form 16A.
- Copy of OVERSEAS medical insurance policy, including medical emergency evacuation cover (equivalent to 30000 euros) corresponding with the (desired) period of stay.
- Copy of AIRLINE Reservation or PNR.

#### ***Important!***

- All faxes must be photocopied and in A4 size paper.
- In case of primary visit, business correspondence with the concerned Dutch company is required, in which case a simple fax or email does not constitute correspondence.
- Frequent flyers can apply for a one-year visa (longer validity) with an overseas medical insurance policy of one year. The passport must be valid accordingly.
- Each application must be supported by a copy of all the requisite documents.

The above list of requirements is not final, in individual cases further documents may be requested for and you may be called for an Interview.