

Tourist Visa (Schengen) — Checklist for Indian Applicants

1. Visa Application Form
 - Completed and signed. [OBJ]
 - If submitted by a third person or for a minor, follow the special signing rules. [OBJ]
2. Passport
 - Valid for at least 3 months beyond your intended stay in Switzerland. [OBJ]
 - Issued within the last 10 years. [OBJ]
 - At least two blank visa pages. [OBJ]
 - Photocopies of previous Schengen visas (if any). [OBJ]
3. Photographs
 - 1–2 recent passport-size photos. [OBJ]
 - White/light background; 35–40 mm width. [OBJ]
 - Attach one to the application. Stapling is not allowed. [OBJ]
4. Cover / Introduction Letter
 - Explain purpose of travel, your itinerary, and ties to India (why you'll return). [OBJ]
 - If employed, a “No Objection” statement from employer is helpful. [OBJ]
5. Invitation Letter (if applicable)
 - If staying with a friend/family in Switzerland: their letter with their full name, address, phone, how long you'll stay. [OBJ]
 - Copy of their passport / ID. [OBJ]
6. Travel Itinerary / Flight Reservation
 - Confirmed or tentative round-trip flight ticket. [OBJ]
 - If traveling within Schengen, proof of transport (train, car) too. [OBJ]
7. Proof of Accommodation
 - Hotel bookings, or rental confirmation, or letter from host in Switzerland. [OBJ]
8. Travel Medical Insurance

- Must cover minimum €30,000 (or equivalent). [OBJ]
 - Valid for your entire stay in the Schengen area. [OBJ]
 - Use insurers approved for Swiss visa. [OBJ]
9. Proof of Financial Means
- Recent bank statements (usually last 3 months) with bank signature/stamp. [OBJ]
 - Depending on your situation:
 - If employed: salary slips, employment letter, ITR (Income Tax Returns) etc. [OBJ]
 - If self-employed: business registration, company bank statements, ITRs. [OBJ]
 - If retired: pension proof or other income sources. [OBJ]
10. Proof of Civil Status (if relevant)
- E.g. marriage certificate, birth certificate (for minors), etc. [OBJ]
- [OBJ]
11. Biometric Data
- Fingerprints + facial photo (if not already collected / within validity). [OBJ]
 - In India, you'll likely need to give biometrics at VFS. [OBJ]
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Tips & Important Notes

- Order & Presentation: Submit documents in the exact order as per the checklist. Do not staple. [OBJ]
- Long Bank Statements: For long statements, VFS may only accept the first 3 and last 3 pages. [OBJ]
- Interview: The European embassy may ask for a personal interview. [OBJ]
- Processing Time: Usually 7–10 calendar days for visa decisions after submission. [OBJ]

- Be Honest & Clear: Make sure your cover letter (or “introduction letter”) is clear about purpose, itinerary, and your intent to return to India.

<https://wa.me/+917428010776>