

AUSTRIA

TOURIST VISA

1. Original Passports with minimum 6 months validity from date of travel, also attach old passports (if any).
2. Visa Application Form to filled and duly signed by the applicant.
3. 2 recent photographs 35 x 45 mm, proper white background, and matt finish 80% face size.
4. Covering letter from applicant mentioning the purpose of travel and duration of stay and addressed to – The Visa Officer, Embassy of Austria, New Delhi
5. Proof of Air Tickets and day to day itinerary.
6. Hotel confirmation.
7. Overseas Travel Insurance with minimum USD 50000 coverage.
8. Income Tax / Form 16 for last 3 years.
9. Salary slips for last 3 months (If employed).
10. Original Leave approval letter from Employer / School/ College. (If Employed or Student).
11. School / College Bonafide letter or ID card copy (if student).
12. Company registration proof e.g. Shop ACT, MOA, and partnership deed etc. - If Self Employed.
13. Original Personal Bank statements stamped & signed by bank for last 6 months with good transaction history & healthy balance

DOCUMENTS IF VISITING FRIENDS / FAMILY

1. Passport & Visa Copies of the invitee.
2. Invitation Letter mentioning details of person inviting, travel details.
3. Invitee's Bank statements last 6 months updated (If Sponsoring).
4. Salary slips for last 3 months. (If Sponsoring).

BUSINESS VISA

1. Original Passports with minimum 6 months validity from date of travel, also attach old passports (if any).
2. Visa Application Form to filled and duly signed by the applicant.



3. 2 recent photographs 35 x 45 mm, proper white background, and matt finish 80% face size.

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4. Covering letter on company letterhead mentioning travel details, applicant details, details of the meeting/work along with contact details of the business parties involved and addressed to – The Visa Officer, Embassy of Austria, New Delhi
5. Invitation letter from the Austrian Company mentioning the details of the meeting, applicant.
6. Sponsor's Electronic Statement of Guarantee sponsor (Elektronische Verpflichtungserklärung, EVE) procured at the Foreigners Registration Office "Fremdenpolizei" in Austria.
7. Proof of Air Tickets.
8. Hotel confirmation.
9. Overseas Travel Insurance with minimum USD 50000 coverage
10. Income Tax / Form 16 for last 3 years.
11. Salary slips for last 3 months (If employed).
12. Company registration proof e.g. Shop ACT, MOA, and partnership deed etc. - If Self Employed.
13. Original Company Bank statements stamped & signed by bank for last 6 months with good transaction history & healthy balance.
14. For First time travelers: Along with application, original invitation letter need to be sent directly from the Austrian Company to the Embassy. Also, attach a copy of the same with the application.

Note:

Applicants called by the particular embassy for an interview in some cases could be asked for additional documents even after submission of Visa application or may be called by the particular embassy for an interview in some cases.