



Applicant's Name and Surname:				
Email address:				
Visa Type: Purpose of travel:	SHORT TERM SCHENGEN "Type-C" VISA TOURISM	Submitted Missing		
<p>>> Application form</p> <p>- <u>Application form filled-in in Latin characters (English language)</u> and signed by the applicant (personally submitted and signed in front of the visa officer). If applicants apply for Greece/Portugal, the stay in Greece/Portugal should be the longest or equal to other Schengen Member States. In case of equal duration stay, Greece/Portugal should be the first State of entry. Details and the signature on the application form must be exactly as they appear in the passport.</p> <ul style="list-style-type: none"> • If the applicant is a minor (under 18 years old): <u>Application form filled-in in Latin characters (English language)</u> and originally signed by both the parents/ legal guardians (personally submitted and signed in front of the visa officer). <p>>> ID Photo</p> <p>- Recent (not older than 6 months from the date of application) <u>passport-size colour photo</u> in white or off-white background matching ICAO specifications:</p> <ul style="list-style-type: none"> • 3,5 x 4 cm (approx. 1.2 x 1.6 inch) • with a light background (white or off-white) so that features are distinguishable • in color and with facing forward • with the forehead and ears visible, without heavy jewelry • full face, non-smiling (without sunglasses, a hat/ cap or other head covering, unless the applicant wears such items because of their religious belief or ethnic background) • of high quality and printed on normal photographic paper (camera print), preferably not glossy 			<input type="checkbox"/>	<input type="checkbox"/>
<p>>> Passport/ Travel Document</p> <p>- <u>Signed passport, valid for at least 3 months after the departure from the Schengen area.</u></p> <p>- It must contain <u>at least 2 empty pages</u> to affix the visa.</p> <p>- It must be <u>issued within the last 10 years on the day of leaving the Schengen area.</u> Passports issued more than 10 years before are not accepted; in that case, the applicant first needs to get a new passport.</p> <p>>> Copy of the passport/ travel document</p> <p>- <u>Photocopy of the biometric data page:</u> If signature is not on the biometric data page, a photocopy of the signature page is also required.</p> <p>- <u>Photocopy of visas and immigration stamps</u> on the valid/ current passport.</p> <p>>> Old passport with previous visas</p> <p>- <u>Photocopy of the old passports with previous Schengen, Australia, Canada, U.S.A., U.K. visas</u> with the stamps, if applicable.</p> <p>>> For non-Filipino citizens</p> <p>- For non-Filipino citizens, the original and a copy of the Alien Certificate Registration (ACR), with a permanent status and valid for at least 3 months beyond the date of departure from the territory of the Schengen area must be provided.</p> <p>If the applicant is a minor (under 18 years old) and travelling with or without parents, who are declared in the birth certificate which is issued by the Philippine Statistics Authority:</p> <p>- <u>Application form filled-in in Latin characters (English language)</u> and signed by both the parents or legal guardians in front of the officer.</p> <p>- <u>Both parents' or legal guardians' original passports</u> and a copy of them. If the signature is not on the bio-page, a photocopy of the signature page is also required.</p> <p>- <u>Original birth certificate certified by the Philippine Statistics Authority (PSA).</u></p> <p>- <u>Original and notarized Affidavit of Support and Consent</u> signed by the parents, who are declared in the birth certificate, issued 1 month prior to the date of application and <u>photocopy of the signed valid passport.</u></p> <ul style="list-style-type: none"> • Exception: If the name of the father does not appear on the PSA issued birth certificate, no affidavit of support and consent from the father is required. <p>- If the minor is travelling alone or with legal guardian: a copy of the Department of Social Welfare and Development (DSWD) clearance and a copy of the valid passport must be submitted.</p>			<input type="checkbox"/>	<input type="checkbox"/>



<p>>> Travel Insurance</p> <ul style="list-style-type: none">- Copy of <u>travel insurance policy</u> clearly showing the <u>applicant's full name</u>.- It must be valid for all Schengen States/ countries and covering the entire period of the intended stay in the Schengen Area.- The minimum coverage of EUR 30.000 for any expenses for <u>repatriation</u>, <u>urgent medical attention</u>, <u>emergency hospital treatment</u> and <u>death</u> during stay must be mentioned. <p>- You can purchase insurance coverage from any insurer of your selection. However, in order to expedite and facilitate your application, we wish to bring to your knowledge that GVCW is partnering, through INSURTE, a European company acting under EU laws, with first-class European Insurance Companies.</p> <p>In such a case, please click here.</p> <p><small>(Disclaimer: By clicking "here", you will be redirected outside the Global Visa Center World (GVCW) website under our Privacy Notice. GVCW does not accept any liability arising from the purchase or use of the insurance services by any person.)</small></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>>> If applicant is travelling with spouse and/or children.</p> <ul style="list-style-type: none">- If applicant is travelling with spouse, <u>original marriage contract</u>, certified by the Philippine Statistics Authority (PSA) must be submitted.- If applicant is travelling with children, original birth certificates of children, certified by the Philippine Statistics Authority (PSA) must be submitted.	<input type="checkbox"/>	<input type="checkbox"/>
<p>>> Proof of ties in the Philippines</p> <ul style="list-style-type: none">- <u>Proof of social security contributions</u>, if applicable.- <u>Copy of real estate property</u> – title-deeds, if applicable.- Proof of family ties in the Philippines (e.g., <u>original birth certificate of children or original marriage certificate</u>). These certificates should be issued by the Philippine Statistics Authority (PSA).	<input type="checkbox"/>	<input type="checkbox"/>
<p>>> Proof of sufficient financial means</p> <ul style="list-style-type: none">- <u>Recent individual Income Tax Return (ITR)</u>- Applicant's <u>original personal bank certificate with personal bank statements covering at least 6 months</u>, stating applicant's name and surname, showing regular income; it is required even if company/ organization/ institution pays for the trip. The bank certification must be issued 1 week prior to the date of the application.<ul style="list-style-type: none">• <u>Business/saving accounts</u> can be submitted in addition (if the applicant's full name is not stated on the business account, a letter from the Accountant/ Solicitor/ bank Manager confirming the applicant has signing powers must be submitted). <p>If the applicant is sponsored:</p> <ul style="list-style-type: none">- <u>Copy of the sponsor's valid passport</u>; If signature is not on the bio-page, a photocopy of the signature page is also required.- <u>Sponsor's original personal bank certificate with personal bank statements covering at least 6 months</u>, stating sponsor's name and surname, showing regular income. The bank certification must be issued 1 week prior to the date of the application.- <u>Original and notarized affidavit of support</u> issued 1 month prior to the date of the application.	<input type="checkbox"/>	<input type="checkbox"/>
<p>>> Proof of current occupation</p> <p>For employees:</p> <ul style="list-style-type: none">- <u>Original certificate of employment</u>, not older than 1 month prior to the date of the application, specifying the date of recruitment and position in the company.- <u>Original recent employment letter</u>, with an original stamp and signature from the HR department of the company or from the employer, addressed to the Embassy of Greece in Manila, confirming the leave approval and specifying the dates of vacation and destination.- <u>Copy of the recent individual Income Tax Return (ITR)</u> <p>For self-employed/ business owner:</p> <ul style="list-style-type: none">- <u>Copy of the business registration</u>, issued by the Department of Trade Industry (DTI)/Securities Exchange Commission SEC registration of business- <u>Copy of the business financial statement</u>, covering at least 6 months- <u>Copy of the recent individual Income Tax Return (ITR)</u> <p>For students/ pupils:</p> <ul style="list-style-type: none">- <u>Proof of enrolment at the school/ college/ university</u>- In case the student/ pupil has the intention to travel during academic/ school year, <u>a recent original letter from school/ college/ university</u> addressed to the Embassy of Greece in Manila with original signature and stamp authorizing his/her absence.	<input type="checkbox"/>	<input type="checkbox"/>



VISA APPLICATION CENTER FOR GREECE

<p>>> Proof of travel arrangements</p> <p>- <u>Detailed day-to-day itinerary for the entire stay</u> (to explain the whole trip, with destinations and dates). If applicant is also travelling to other Schengen States, proof of travel in each of the Member States, as follows below:</p> <p>- <u>Return travel ticket reservation</u> with travel dates and booking reference specifying entry and exit from the Schengen Area, clearly stating the applicant's name, if applicable.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>>> Proof of accommodation and booking details</p> <p>- <u>Hotel/ holiday home confirmed booking confirmation</u>: Applicant's name and surname, arrival and departure date, address of the hotel and contact details should be clearly stated. If the applicant's name is not mentioned on the accommodation reservation, then a joint travel cover letter, signed and dated by the person whose name is on the reservation must also be provided along with a photocopy of that same person's passport/ ID card and signature page, if signature is not on the bio-page of the passport. If applicant is also travelling to other Schengen States, proof of accommodation in each of the Member States is required.</p> <ul style="list-style-type: none">• For Cruise: full itinerary with the passenger's details from the company.• For Yacht/ Sailing: letter from sailing company/ skipper with itinerary for each day and details of applicants travelling for vacation. Yacht registration and a copy of the skipper's passport is required. <p><u>IMPORTANT NOTE: Please note that the stay in Greece/Portugal should be the longest or equal to other Schengen Member States. In case of equal duration stay, Greece/Portugal should be the first State of entry.</u></p>	<input type="checkbox"/>	<input type="checkbox"/>

GVCW Submission Officer Name: _____

Applicant's Signature: _____