

Cultural or Sport

The documents to be produced when applying for a business visa valid for the Schengen countries, with Belgium as the main destination, are:

- 1) A valid passport. The passport should be valid at least 3 months from the date of departure of the Schengen area and should contain at least one double blank page reserved for visas (blank front and back) when applying for the visa. The passport cannot be older than 10 years (from the date of 1st issue).
- 2) One application form, signed and dated by the applicant (*) along with 2 passport size photographs.
- 3) An original invitation letter from the inviting company/institute in Belgium mentioning the name, profession and passport number of the person(s) invited, the purpose and duration of the visit.
- 4) An official dispatch letter from the UK company (or an official organisation in the UK) stating that the company/institute/school agrees that the visa-applicant goes on a short cultural trip to Belgium. The letter should mention the position/occupation, passport number, identity of the applicant(s) and duration and specific purpose of the visit.
- 5) Your travel insurance.
- 6) Proof of sufficient solvency (bank statement/deposit/salary sheet) by the applicant. (In case all/some of the expenses are NOT borne by the inviting or dispatching company).
- 7) The documents listed above are only the basic documents to be submitted in all cases. Additional documents may be requested by the Embassy or Consulate General. Also, the applicant may be invited in person for an interview.

Notes:

1. You should apply 3 weeks before the scheduled date of departure.
2. All submitted documents must be recent.
3. All documents have to be produced in 1 original and 1 copy.