

**Embassy of Luxembourg**  
**New Delhi**  
**Request Documents for Business Visa**

S.No.	All documents should be on A4 sheet	YES	NO
1	Application form duly filled, dated and signed by the applicant.		
2	Two recent passport size photographs in colour on white background. One photo should be pasted (not stapled) on the form and the other photo to be given along with the application.		
3	National passport valid for at least 3 months beyond the date of return and with at least 2 blank pages available + 1 copy of the data page of the passport.		
4	Proof of accommodation (confirmed hotel booking).		
5	A copy of the confirmed return ticket to India or the confirmation of the reservation.		
6	Invitation letter from the inviting company in Luxembourg mentioning the purpose of the visit including the complete business program with planned visits and/or meetings to attend.		
7	Covering letter on a business letterhead (original) from the Indian company stating your position, the length of your service and the purpose of your visit.		
8	<p>Proof of sufficient financial means to cover all expenses during your stay such as:</p> <ul style="list-style-type: none"><li>• Letter from the inviting/employing company (original) + company bank statements, including the name and signature of the bank branch manager, of the last three months if the inviting/employing company pays for the cost of travelling.</li><li>• Salary slips + status of personal bank account for the last three months in letter from your bank, including the name and signature of the bank branch manager(original) if the cost of travelling is paid by yourself.</li><li>• Letter from your bank (original) stating credit limit on your credit card</li><li>• Income Tax return for at least 2 years (Proof of paid income tax)</li></ul>		
9	Overseas medical travel insurance valid for all Schengen countries for the whole duration of your stay with a minimum coverage of 30,000 Euros for all risks like accident, urgent medical attention, emergency hospital treatment and repatriation. For multiple entry visas, an additional declaration covering further journeys accordingly needs to be signed.		
	<p><u>Important notice:</u></p> <p>Please note that this is not an exhaustive list. You may be required to provide additional documents and/or to appear for a personal interview at the Embassy of Luxembourg.</p>		
	<p><b>Passport No.:-</b> ..... <b>VFS Staff:-</b></p> <p>.....</p>		

Embassy of Luxembourg  
New Delhi

Request Documents for Tourist Visa

S.No.	All documents should be on A4 sheet	YES	NO
1	Application form duly filled, dated and signed by the applicant.		
2	Two recent passport size photographs in colour on white background. One photo should be pasted (not stapled) on the form and the other photo to be given along with the application.		
3	National passport valid for at least 3 months beyond the date of return and with at least 2 blank pages available + 1 copy of the data page of the passport.		
4	Proof of accommodation (confirmed hotel booking).		
5	Complete travel program including itinerary, dates and places to be visited		
6	A copy of the confirmed return ticket to India or the confirmation of the reservation.		
7	Covering letter on a business letterhead (original) from your employer/company/school stating your position, the length of your service and the confirmation that the adequate leave/vacation has been granted.		
8	Proof of sufficient financial means to cover all expenses during your stay such as: <ul style="list-style-type: none"><li>Salary/Pension slips of the last three months.</li><li>Status of personal bank account for the last three months in letter from your bank, including the name and signature of the bank branch manager (original).</li><li>Letter from your bank (original) stating credit limit on your credit card.</li><li>Income Tax return for at least 2 years (Proof of paid income tax)</li></ul>		
9	Overseas medical travel insurance valid for all Schengen countries for the whole duration of your stay with a minimum coverage of 30,000 Euros for all risks like accident, urgent medical attention, emergency hospital treatment and repatriation. For multiple entry visas, an additional declaration covering further journeys accordingly needs to be signed.		
10	Minors under the age of 18 if traveling alone have to provide a written consent certified by public notary of both parents or guardians having the custody of the minor. If traveling with one parent only, a written consent certified by public notary of the other parent or guardian is required		
	<u>Important notice:</u> Please note that this is not an exhaustive list. You may be required to provide additional documents and/or to appear for a personal interview at the Embassy of Luxembourg.		
	<b>Passport No.:-</b> ..... <b>VFS Staff:-</b> .....		
	<b>Applicant Name:-</b> .....		