

Information regarding visa procedures, requirements and individual applications can ONLY be obtained from the visa officers of the Embassy of the Federal Republic of Germany, not from Security Staff or any other third party.

Do not employ agents, travel agencies or other middlemen.

Booking of an appointment is only possible through the website of the Embassy ([www.harare.diplo.de](http://www.harare.diplo.de))

## Requirements for Schengen visa applications

**General Schengen visa requirements:** (maximum stay 90 days within 6 months in Germany or Austria)

- One completed Schengen Visa application form
- Passport with validity of minimum of three months from date of return and at least two blank pages (plus for non-Zimbabwean passport holders: proof of residence in Zimbabwe)
- 1 current passport photograph according to biometric specifications
- Fee: a non-refundable fee of 80.00 EUR (as per current exchange rate: **90 USD**) for minors over 12 years/adults, 40.00 EUR (as per current exchange rate: **45 USD**) for minors up to 11 years.  
**Payments are strictly in USD CASH and exact change must be given.**
- Travel medical insurance valid in all Schengen States for the entire duration of the intended stay (minimum cover of 30,000.00 €).
- Formal letter of obligation (according to paragraph §§ 66,68 of the Aliens Act, “Verpflichtungserklärung”) from your host in Germany or written letter from company in Germany
- Confirmation letter from employer or school/university
- Proof of social and economic ties to Zimbabwe:
  - Proof of employment: work contract, pay slips for the last three months, personal bank statement for the last three months or proof of economic situation, if self-employed: business registration, company’s bank statement, further business papers
  - marriage certificate and birth certificates of children (if applicable)
  - leave letter letter from employer, university or school
- For minors: both parents or legal guardians must come to the Embassy in person with the child/children

### **Additional requirements, depending on travel purpose:**

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| <p><b>a) Tourism:</b></p> <ul style="list-style-type: none"><li>• Hotel reservation</li><li>• Itinerary</li></ul>   | <ul style="list-style-type: none"><li>• Proof of family relation to the host (if applicable)</li></ul>  |
| <p><b>b) Business:</b></p> <ul style="list-style-type: none"><li>• Proof of your business relation in Germany</li><li>• Invitation letter from your host company in Germany</li><li>• Hotel reservation if applicable</li></ul> | <p><b>d) Cultural/Sports:</b></p> <ul style="list-style-type: none"><li>• Invitation letter from your host</li><li>• Hotel reservation if applicable</li></ul>                              |
| <p><b>c) Visiting family or friends:</b></p> <ul style="list-style-type: none"><li>• Hotel reservation if applicable</li><li>• Invitation letter from your host</li></ul>   | <p><b>e) Medical reasons:</b></p> <ul style="list-style-type: none"><li>• Letter from hospital/doctor from Germany and Zimbabwe including confirmation that all costs are covered</li></ul> |
|   | <p><b>f) Study (for less than 3 months):</b></p>  |

- Certificate of enrollment of your school/university in Germany
- Proof of fees being paid
- Blocked account (Deutsche Bank, [www.fintiba.com](http://www.fintiba.com)) or formal obligation.

All documents have to be presented in **original with one copy**. Please do not send supporting documents to the embassy but bring them to your appointment. The visa process is normally finalised after a minimum of three working days upon submission of your **completed** visa application. Please note that incomplete applications will not be accepted and you have to book a new appointment. Fees and the duration of the process may vary. You can download the application forms and a list of medical insurance companies free of charge from our website or obtain a free copy at the embassy's reception. Please note that each visa application is reviewed individually. **The Embassy reserves the right to ask for additional documents.** The submission of the above mentioned documents does not guarantee the issue of a visa. Applicants can at any time be asked for an additional personal interview. Submission of an incomplete set of documentation or refusal to attend the mandatory visa interview will lead to a refusal of your visa application.