



Tourist Visa (Schengen Visa, type C)

Please note: For each applicant a complete file is required (including children). If necessary, copies of relevant documents like hotel reservation or confirmation, travel insurance, proof of finances, ticket reservation or travel itinerary are to be made for the files of each member of the (travel) party or family.

For people travelling with the purpose of tourism by staying in a hotel or in a rented flat.

Requirements (according to the harmonized list of supporting documents of the Embassies and Consulates of the Schengen Member States in Russia):

1. One application form "Antrag auf Erteilung eines Schengen-Visum" (Application for a Schengen-Visa) duly completed (in German, French, Italian or English) and signed by the applicant in person (consult "Visa forms / Photo requirements" on our website). Visa application forms of minors (below the age of 18) need to be signed by a least one of their parents or the person exercising legal guardianship.
2. Passport which must be valid at least three months after the date when the holder leaves the Schengen space, containing at least two empty pages and issued within the previous 10 years.
3. Copy of the internal passport (issued at the age of 14): pages concerning the applicant's biodata, issued international passports, marital status and registration in Russia.
4. 2 identical, recent passport photographs, meeting Schengen requirements (one glued on the application form, the other attached) (consult "Visa forms / Photo requirements" on our website).
5. Accident/health insurance valid for the entire stay and accepted in the whole Schengen space (only copy). The insurance must cover the minimum amount of EUR 30'000.00 (coverage: repatriation for medical reasons, urgent medical attention, emergency hospital treatment and transportation of the body in case of death).
6. Hotel or apartment booking confirmation.
Property owners and their close members of the family: copy of an official document, not older than 6 months, in regards to the property (instead of a reservation; e.g. copy of the contract of purchase, extract from the cadastral register, etc.) and proof of relationship.
7. Evidence of employment (letter from the employer) with salary information; for students: student card (original and copy).
8. Solvency proof (bank account statement showing the movements for the last three months, bank letter confirming the balance of the account). Each person must have at least CHF 100.00 for every day of stay at his/her disposal (or the equivalent amount in another currency). **To show cash money is never requested from our side and will not be accepted!**

9. Proof of transport including return trip (e.g. ticket reservation, only copy); if not available, information about destination and itinerary (for the whole sojourn within the Schengen space).

For children under 18 years of age:

In addition:

10. Copy of the birth certificate.
11. If a child travels alone or is only accompanied by one parent: an authorization translated (into German, French, Italian or English) and signed in front of a notary public by the parents/the parent who is not travelling, is required (original and copy).
12. Copies of the valid Schengen visas of the parents travelling together with the child, if the parents submit their applications not at the same time.

For children registered in parents' passport:

13. One application form "Antrag auf Erteilung eines Schengen-Visums" (Application for a Schengen-Visa) duly completed and signed by the parent in whose passport the child is registered.
14. 2 identical, recent passport photographs, meeting Schengen requirements (one glued on the application form, the other attached. Consult "Visa forms / Photo requirements" on our website).
15. Copy of the birth certificate.
16. Accident/health insurance valid for the entire stay and accepted in the whole Schengen space (only copy). The insurance must cover the minimum amount of EUR 30'000.00 (coverage: repatriation for medical reasons, urgent medical attention, emergency hospital treatment and transportation of the body in case of death).
17. If the child is not accompanied by both parents, required is in addition: an authorization translated (into German, French, Italian or English) and signed in front of a notary public by the parent who is not travelling (original and copy) or
18. Copy of the valid Schengen visa of the 2nd parent also travelling together with the child, if this parent submits his/her application not at the same time.

For Third country nationals:

All non-Russian citizens living in Russia have to be legal residents of the Russian Federation and need to present the relevant documents (residence permit, long-term visa or FMS registration: original and copy). These documents need to be valid for at least 3 months beyond the planned return from the Schengen area or a document is to be submitted that the holder has applied for the renewal of proof of legal residence.

If there are no Schengen visa in the passport you are submitting with the application, but you had Schengen visa in the past, it is recommended to submit either the annulled/old passport or at least copies of the 2 last Schengen visa and the page with the personal data of that passport together with your application.

A minimum of **three working days after submission** of the visa application (not counting the day of deposit) or receipt of the complete visa request at our section (not counting the deposit and transmission by our Outsourcing-Partner) and **payment of the fees** is needed for consideration of the visa application.

The **visa fee is subject to change**: please check the website for the [current fee](#).

Travelers wishing to apply for a tourist visa must submit their application in person. They can be represented by a travel agency accredited with the Swiss Embassy or by close relatives (spouse, mother, father, daughter, and son). If the documents are submitted by close relatives, the "messenger" has to provide proof of the family ties (copy of birth certificate or marriage certificate: does not need to be legalized or translated) and to show proof of identity.

The Embassy of Switzerland reserves the right to:

- request additional documents (article 21/8 Schengen Visa Code).
- transmit the application to authorities in Switzerland for decision/approval.
- summon the applicant for an interview (article 21/8 Schengen Visa Code).

Moscow, 07.11.2019