

## **Switzerland Tourist Visa Requirements**

- Valid passport with at least 6 month validity from the date of travel. (Passports with observations regarding the front data page will not be accepted)
- Form
- Photo (size 35mm x 45mm, 80% face with white background)
- Covering letter on the Business letterhead add to Embassy of Switzerland, New Delhi." in details with Name, Passport No. Travelling dates & expense clause.
- Business registration certificate / Partnership Deed / Proof of proprietorship, or other proof of ownership
- Return Ticket
- Overseas medical insurance policy as per ticket
- Day to day tour itinerary is mandatory hotel conformation with the name of hotel address and telephone no of hotel n pax check in and checkout dates
- Receipt of paid package tour
- 6 months bank statements Personal + company till date, with sufficient balance. With Original bank stamp, sign Must
- Last 3 Years Tax Papers personal + company
- If applicant is employed then Original Leave Certificate  
If working then below mention documents is must.
- Original leave sanction with travelling dates & signing authorities name & designation.
- Salary slip last 3 months.
- If student then bonafide certificate or School ID with school address.

**Note ;-( Passports with observations regarding the front data page will not be accepted)**

Visa Fee 4500+Vfs Charge 1380+ Convenience Charge 150+ Courier Charge 450+Our Service Charge 2000+GST

Child Visa (age 6 to 12)2700 + VFS Charge 1380+ Convenience Charge 150+ Courier Charge 450+Our Service Charge 2000+GST

Processing Time 15 Working days