

Botschaft
der Bundesrepublik Deutschland
Embassy
of the Federal Republic of Germany
Guatemala, April 2008

Business Trip

(Requirements for a visa for applicant residing in Belize)

The following is a brief summary of requirements for visa for residents of Belize applying for a Schengen Visa, that is a short term tourist or business visa to Germany for a period of up to three months.

Please see additional leaflet for the appropriate fees.

For technical reasons it will take up to three working days to issue a Schengen visa for Belizian citizens, for certain other nationalities (i.e. Colombia) it can be up to 10 working days. When submitting the documents, please take into consideration the time it takes to send them by courier service to the Embassy as well as to return them!

The requirements are:

- a fully completed application form in the original
- valid passport
- 2 recent passport size photographs (35x45mm) with biometrical characteristics
- a job letter from your employer or, if you are self-employed, the registration certificate of your business (certificate of incorporation, articles of memorandum)
- the original of the invitation letter of the company in Germany/Italy stating who is invited, for how long and for what purpose. It must be mentioned whether the costs of flight, accomodation and lodging are covered. The Schengen-wide health insurance must be mentioned additionally.
- a flight itinerary --please do not book a flight before the visa is actually granted!!—

If the trip is not paid by the German side you will also need

- confirmation of your employer that all the costs are covered by the company
- health insurance with Schengen-wide coverage. Minimum coverage has to be € 30,000.- (aprox. US\$ 48,000.-) and your insurance has to have a representative office in the Schengen states
- a recent bank letter
- hotel reservation

Please include a copy each of all original documents submitted with the application.

Please send a prepaid Airway Bill for the shipment from Guatemala back to Belize!!

Please note: In individual cases, you may be required to provide additional documents.

Adress: Embajada Alemana, 20 Calle 6-20, Zona 10, Edif. Plaza Maritima, Guatemala-City, Guatemala
Phone: 00502-2364-6710, 00502-2364-6700, Fax: 00502-2333-6906
E-Mail: embalemana@inteln.net.gt
Opening hours of the Consulate: 9 – 12 a.m..