

## France - Tourism - Short Stay

For all persons travelling to France for Tourism purposes on trips equal to or less than 90 days.

	<b>For everyone, please provide:</b>	Qty
□	<p><b>Passport</b>            Must be valid for at least 3 months after the date of return from your trip and not older than 10 years. At least 2 valid blank pages (marked VISA). South African Temporary passports will not be accepted For non S.A passport, <b>Original and Copy</b> of valid S.A permit <b>stapled with copy of the ID</b> (permit must be valid for at least 3 months after the date of return from your trip). Copy of previous Schengen visas in last 3 years if in previous passports. Passport need to be in good shape</p>	1
□	<p><b>Schengen Application Form *</b>            All fields required properly filled out (online form recommended for data capture, do not forget to print it). Form must be signed by applicant (3 signatures per form).</p> <p>In case of minors form must be signed by the 2 parents.            If you are stating "<b>No Occupation</b>" at the point 19, please add to your file an explanatory letter of your current situation</p> <p>Schengen Application Form can be filled online and print at :  <a href="https://client.my-europe-visa.com/schengen/Default.aspx">https://client.my-europe-visa.com/schengen/Default.aspx</a></p>	1
□	<p><b>Colour ID Photos *</b>            2 Colour ID photos as required by Schengen Standards.</p> <p>Photos can be taken in our offices (Cape Town and Johannesburg only). See website for specifications</p>	2
□	<p><b>Proof of Payment</b>            Proof of payment of visa &amp; service fees: EFT or receipt of cash deposit at FNB branch. See conditions on website. If paying by credit or debit card at our premises, proof of payment will be obtained in-home. Please note that Capago does not accept cash anymore.</p>	1
□	<p><b>Travel Insurance *</b>            1 page travel insurance policy certificate to be provided, which shows: name of insured person; policy number; amount of cover which should be for at least € 30,000; duration of cover which should be for the entire holiday period whilst traveller will be overseas; the insurance should cover the entire Schengen territory, therefore the term Schengen should appear on the policy certificate. Also the term repatriation should appear.</p> <p>All persons traveling in CTOM-DOM must provide insurance to be covered in these territories (this is therefore not a Schengen insurance. Coverage must mention Worldwide or the country of destination)</p> <p><b>Insurté© has selected one international leaders in the insurance market which allows you to get your insurance certificate online through the link below:</b></p> <p><a href="http://www.about-schengen-insurance.com/">http://www.about-schengen-insurance.com/</a></p> <p><b>We remind you that you are free to subscribe any insurance you want. The list of insurers and intermediaries in your country is available here:</b></p> <p><a href="http://www.insurancegateway.co.za/">http://www.insurancegateway.co.za/</a></p>	1

\* Additional information is available on our website [www.capago.eu](http://www.capago.eu) under the "02 - Prepare my documents" section.

□	<p><b>Proof of accommodation</b></p> <p>All hotel/apartment rental/lodge/chalet/château confirmed bookings for the entire period that the person will be in the Schengen area must be provided. The name of the applicant must appear on the accommodation bookings. If applicant will visit French citizen or Temporary resident in France then the original attestation d'accueil and a copy must be provided (see website for specifications). If applicant owns a home/property in France or if applicant is invited by a non-French citizen who owns home/property in France then the title deeds of that property and a letter of invitation must be provided.</p>	1
□	<p><b>Proof of transport</b></p> <p>Round Trip flight ticket from South Africa to France must be provided. All transfers (flight/ferry/train/bus/taxi) showing entry &amp; exit from France and between other countries must be provided. Name of applicant must appear on all proof of transport. All confirmed car rental bookings must equally be provided. If the applicant is being collected by EU resident abroad, a copy of the EU's driver's licence, car registration details and a short letter of confirmation of pick-up and drop-off details will be necessary.</p>	1
	<p><b>For Adults only, please add:</b></p>	Qty
□	<p><b>Proof of funds</b></p> <p>Latest 3 months personal bank statements or latest 3 months credit card statements showing the amount available in the account or latest 3 months bank statements of sponsor and letter from sponsor attesting to the fact that they will sponsor the University/College student on their trip abroad.</p> <p>Name of the applicant must appear on the bank statement. If the bank statements are in the name of a company or a trust, then the applicant must provide company registration documents or trust documents showing that they are a member of the company or the trust. Please note that all bank statements in Afrikaans must be accompanied by a signed and stamped visa letter from the bank on bank letterhead, in English, confirming the account holder has enough funds to travel.</p>	1
□	<p><b>Proof of employment (if applicable)</b></p> <p>Signed confirmation of employment letter <b>from less than 1 month</b> on company letterhead showing that the applicant is currently employed by the company. This letter <b>MUST</b> be an <b>ORIGINAL</b>. If an applicant owns their own company then they must provide the company registration documents CC or CK documents on which applicant's name appears. If the applicant operates as a sole trader then they must provide a written affidavit declaration to this effect.</p> <p>If you are retired, thank you to provide a copy of your retirement card (SASSA card) or a document related to your pension fund or a certificate (excluding affidavit) indicating your status as a retiree.</p>	1
	<p><b>For Minors, please add:</b></p> <p>You can also refer to the minor checklist on our website</p>	Qty
□	<p><b>Unabridged Birth Certificate</b></p> <p>Applicants must provide a copy and the original. It must show names of both parents and name of child.</p>	1
□	<p><b>Letter from School / University / College</b></p> <p>A signed &amp; stamped letter on letterhead declaring that applicant is still a pupil/student</p>	1

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	<p>currently registered at the School/University/College.</p> <p>This letter <b>MUST</b> be an <b>ORIGINAL</b>.</p>	
	<p><b>Parental Consent Letter</b></p> <p>1. Both parents of the minor should present themselves at our offices to sign the parental authorization letter in the presence of designated Capago officers. (Template letter available at <a href="http://www.capago.eu">www.capago.eu</a>)</p> <p>□ If for any reason a parent can not present himself/herself at Capago, he/she must provide an affidavit stamped by a Commissioner of Oath giving authorization to the other parent to lodge the application on his/her behalf.</p> <p>They must state the reason why they can't make it</p> <p>2. The copy of parent's passports or a copy of a signed Driver's License must be included together with the parental authorization/consent.</p>	1
	<b>For University/College students, please add:</b>	Qty
	<p><b>Proof of funds</b></p> <p>Latest 3 months personal bank statements or latest 3 months credit card statements showing the amount available in the account or latest 3 months bank statements of sponsor and letter from sponsor attesting to the fact that they will sponsor the University/College student on their trip abroad.</p> <p>□ Name of the applicant must appear on the bank statement. If the bank statements are in the name of a company or a trust, then the applicant must provide company registration documents or trust documents showing that they are a member of the company or the trust. Please note that all bank statements in Afrikaans must be accompanied by a signed and stamped visa letter from the bank on bank letterhead, in English, confirming the account holder has enough funds to travel.</p>	1
	<p><b>Letter from School / University / College</b></p> <p>□ A signed &amp; stamped letter on letterhead declaring that applicant is still a pupil/student currently registered at the School/University/College.</p> <p>This letter <b>MUST</b> be an <b>ORIGINAL</b>.</p>	1