



Checklist for parents of Dutch nationals under 18 applying for a visa

- Applications must be submitted in person.
- For every document, you must provide the original and one photocopy.
- The documents must have been drawn up in Dutch, English, French or Spanish (or have been translated into one of these languages).
- The documents will not be returned, with the exception of travel documents and original source documents such as birth certificates and marriage certificates.

1. Application form

1.1 Completed and signed Schengen [visa application form](#)

- Yes
- No
- Comments

2. Travel documents

2.1 A passport or other valid travel document

- Yes
- No
- Comments

Please note:

- Your travel document must have at least two empty visa pages.
- Your travel document must not be more than 10 years old.
- Your travel document must be valid for at least three months following the date of departure from the Schengen area.

2.2 Photocopy of your child's Dutch passport

- Yes
- No
- Comments

2.3 Photocopy of the passport of the child's Dutch parent. If the Dutch parent has died or does not have parental responsibility, provide documentation that proves this.

- Yes
- No
- Comments



3. Photo

3.1 A photo that meets Dutch requirements. This photo must have been taken in the last six months. See the [photo matrix](#) for more information.

- Yes
- No
- Comments

4. Documents relating to your minor child

4.1 Your Dutch child's birth certificate

- Yes
- No
- Comments

4.2 Declaration of acknowledgement of parentage (if applicable)

- Yes
- No
- Comments

4.3 Proof of where your child is living (for example, an extract from the municipal register)

- Yes
- No
- Comments

5. Proof of long-term relationship with your child

5.1 If your Dutch child does not live with you, but elsewhere – such as in the Netherlands – you will need to provide proof that you have had long-term contact with them. This can be in the form of: written communication, financial support, visits, telephone calls, etc.

- Yes
- No
- Comments

Please note the following:

- *To apply for a visa you will need to hand in your passport [or travel document] and wait for it to be returned.*
- *The competent authorities can also ask you to provide additional supporting documents.*
- *If you submit your application to an external service provider such as VFS Global or TLScontact, you will need to pay service costs.*
- *If your application is rejected, any fees paid will not be refunded.*