

NETHERLANDS VISA REQUIREMENTS (TOURIST):

1. **Introduction Letter** – with date of travel, countries visited, name, contact# and signature.
2. **Application form** – completely filled up, dated and signed
3. **2 Passport size ID** - taken within 3mons. / avoid wearing white clothes / ears and forehead must be visible and no jewelry.
4. **Valid Passport** - (with signature) and previous original passport (if any)
5. Photocopy of personal details, departure, arrival and visa stamps of all previous and new passport.
6. **Detailed Itinerary** **C/O MARIPOSA**
7. **Flight Booking Certificate** **C/O MARIPOSA**
8. **Travel Insurance** **C/O MARIPOSA**
9. **Hotel Confirmation Letter/Voucher** **C/O MARIPOSA**
10. **Personal Financial Documents**

*Bank Certificate

Must be addressed to:

Embassy of the Kingdom of The Netherlands

L26, Equitable Bank Tower, 8751

Paseo de Roxas, Makati, Metro Manila

Makati, 1226 Metro Manila

*Bank Statement (6 months)

*Other proof of means (Car O.R/C.R, Land Tittle, Credit Card Copy)

11. **ITR (if employed)** – (latest and with signature both applicant and employer)

12. **Employment Certificate (if employed)** - on proper letterhead with period of employment, position and salary/compensation, position and original signature of signatory.

13. **Approved Leave of Absence (if employed)** – on proper letterhead with date of travel, period of employment, position and salary/compensation, position and original signature of signatory.

14. **Original PSA Birth and Marriage Certificate** if married (if with child, please attach Original PSA Birth Certificate of child) *-each applicant must have Birth Certificate*

15. ADDITIONAL DOCUMENTS IF MINOR AND STUDENT (traveling with parent/s):

* Original School Certificate and copy of School ID (back to back)

* Original Authorization to travel (letter from the parent/s)

* Original Affidavit of Support (notarized)

* Original PSA Birth Certificate

16. ADDITIONAL DOCUMENTS (SPONSORED BY THE COMPANY)

16. Documents from Company

*Original Incentive Certificate

*Original Affidavit of Support (notarized)

*Original Bank Certificate

*Receipt of Business Permit

*SEC

*ITR (latest)

NOTE: ALL DOCUMENTS SHOULD PRINTED IN A4 SIZE