

# **SCHENGEN VISA**

## **(Short term visit visa)**

### **Submission of visa applications**

**Applications for Schengen visas (short term visit visa) should be submitted to Gerry's Visa Service Center in Islamabad, Lahore or Karachi. Please find contact information etc. here [Gerry's Visa Service Center](#).**

**An application should in principle be lodged at least 15 calendar days before the intended visit and cannot be lodged earlier than three months before the start of the intended visit. It is an applicant's own responsibility to take the necessary precautions in relation to the processing time, deadlines, etc.**

**Application should be submitted at the Gerry's Visa Service Center along with a non-refundable visa application fee equivalent to DKK 450 - PKR 7,000.**

**You must submit your application personally along with the following documents. Please check that the forms are correctly filled in, signed and dated:**

- Application form for Schengen Visa (Electronically typed in or hand written applications, Capital alphabets are preferred).
- [schengen application in word](#)  
[schengen application in pdf](#)
- Family Information Form (Electronically typed in or hand written form, Capital alphabets are preferred).
- [family information form in excel](#)  
[family information form in pdf](#)
- Proof of fee deposited at the Gerry's Visa Service Center.
- Original passport and previous passports, if held (the validity of the passport must be at least 3 months beyond the date you are leaving the Schengen area).
- A copy of the first two pages of your passport and valid visas, and a colour copy of your national identity card (both sides).
- Two passport size photographs. The photos must be size 3.50 cm x 4.50 cm, facing and looking directly into the camera. Head must measure between 3.00-3.60 cm from chin to top of the head, and the upper part of the shoulder should be visible. Colour with a light neutral background, no more than six months old and a good likeness of you, bareheaded unless you have special religious reasons; no sunglasses etc.
- A fully filled in online [invitation form](#) along with **Invitation ID** or originally signed [invitation form](#) from the reference in Denmark and a completed [family registration form](#).
- Colour copy of your reference's (host) passport if visiting family or friends. If your reference is not a Danish citizen, a copy of his/her passport and residence permit showing what kind of permit he/she has in Denmark.

- For visits to family and relatives, the family relationship must be documented by submitting a family registration form (Form B) from Nadra with its English Translation.
- For visits to a spouse, the relationship must be documented by submitting the marriage certificate (Nikah Nama) with its English Translation and Marriage Registration Certificate (NADRA).
- If applicable a document certifying that you have been granted leave from your job/studies during the period you intend to visit Denmark.
- Documentation that you have sufficient funds to provide for yourself during the stay in the Schengen area. If you pay for the trip, hotel and upkeep yourself, you must prove that you have at least 500 DKK/day, proportionally less if lodging etc. is provided for you.
- Flight reservation specifying entry and exit from Schengen state. (Please note: The stay cannot be more than 90 days).
- A valid [Medical Insurance Policy](#) applicable to the entire Schengen territory. The Medical Insurance Policy must state policy number, name of the insured person, validity, and schedule benefits and covering the costs of at least 30.000 Euro for urgent medical treatment and/or emergency hospital treatment and repatriation for medical reasons.
- Other kind of documentation might be required upon request

**Application would be admissible along with a non-refundable visa application fee equivalent to DKK 450 - PKR 7,000 at the Gerry's Visa Service Center.**

**No fee** – The following will be exempted from paying a fee:

- Children under the age of six years
- Schoolchildren, students in higher education, research students and accompanying teachers – on condition that the purpose of the trip is studies or education

A decision may be expected within 15 days after the application has been considered admissible. In individual cases this period may be extended up to a maximum of 30 or 60 days.

Please note that possession of a Schengen visa does NOT guarantee entry into a Schengen state, and no rights can be derived from the information obtained in the general Schengen visa information.

Application forms are available at Gerry's Visa Service Center **free of charge**. Forms can also be downloaded from the website of the Danish Immigration Service, [www.newtodenmark.dk](http://www.newtodenmark.dk).

Embassy of Denmark  
House #16  
Street # 21  
Fax. +92(51) 2823 483  
Website: [www.pakistan.um.dk](http://www.pakistan.um.dk)  
E-mail: [isbambvisa@um.dk](mailto:isbambvisa@um.dk)

Gerry's Visa service Center Islamabad  
14-B, Sadiq Plaza  
G-9 Markaz  
Islamabad

e-mail: [feedback@gerrys.com.pk](mailto:feedback@gerrys.com.pk)

**Telephone inquiries for further information at Gerry's Call Center:** 0092 (0) 900 311 11  
(For landline users) & 0092 8111 (For mobile users).

Last time edited on 23/08/2016 (E.S)