



**SCHENGEN VISA REQUIREMENTS FOR SWITZERLAND**

**Please note that the visa application must be submitted to the Swiss Embassy/Consulate responsible for your place of residence. A visa application not submitted to the correct Embassy/Consulate Mission may be rejected.**

In order to apply for a visa in person you need to book an appointment by calling the following premium rate number: 0906 577 1222 (£1.50 per minute).

**TRANSIT VISA**

Airport Transit Visas for Switzerland are required by nationals of the following countries:

Afghanistan	Bangladesh	Eritrea
Ghana	Iraq	Iran
Dem.Rep.of Congo	Nigeria	Pakistan
Somalia	Sri Lanka	Ethiopia

Other nationalities can travel without an Airport Transit Visa if they have

- a) a valid passport
- b) an unlimited permit to remain in the UK or in the country of residence
- c) a confirmed flight ticket ("OK") for the onward journey
- d) will remain within the transit area at the airport
- e) will continue the journey within 48 hours
- f) a visa or documents to enter the country of destination

It is suggested that you apply at least one month prior to departure, but not more than three months before the planned entry.

Please ensure that all documents requested are submitted to the Embassy in the following order. *Spouse or children of EU citizens have to submit only items marked with*

**Non-compliance with the set guidelines (items not presented in the correct order/photocopies missing) will lead to the application being rejected without being processed. Thank you for your cooperation.**

- 1 completed application form duly signed by the applicant   
**Minors** must submit a letter from school, college, university and/or legal guardian. Furthermore both parents must sign the form and add copy of their passports. If one parent is unable to sign the form, he/she must submit a letter of agreement together with a copy of his/her passport.

- 2 passport-size photographs (undamaged and of recent date) ☆  
Do not staple or damage the photos; background must be light and plain
  - National passport or official travel document valid for more than 3 months beyond ☆  
the validity of the requested visa, with a blank visa page to affix the visa sticker.  
The UK Residence Permit must also exceed by more than 3 months the validity  
of the requested visa
  - Copy of the passport including the signature page ☆
  - Copy of the UK Residence Permit ☆
  - Proof of sufficient funds to support yourself during your stay (min. £30.00 day/person)  
- recent bank statements/last pay slips for the last three months (please note that  
cash and credit card statements are not acceptable proof)
  - Copy of recent bank statements/last pay slips for the last three months
  - Confirmed hotel reservation or package tour confirmation by travel agent
  - Copy of the confirmed hotel reservation or package tour confirmation by travel agent
  - Transport documentation  
airline or e-ticket  
or rail ticket  
NOTE: the Embassy cannot be held responsible for any delay or if the visa is  
refused
  - Copy of the transport documentation
  - Proof of health insurance (travel insurance) - minimum medical coverage £25,000.00  
to cover the whole period of the visa. Insurance can be purchased from Post Offices,  
banks, travel agencies or BUPA. Please make sure that the document includes the  
following information: name of applicant, duration of the insurance, cover details,  
provide the policy if necessary. A policy number only is not sufficient
  - Copy of the travel insurance and, if necessary, of the policy
  - Recent original letter of employment from the employer in the UK or recent student  
letter addressed to the Swiss Embassy confirming the purpose and duration of the trip  
to Switzerland and the date of returning to work or to the school.
  - Visa for onward destination country, if required
  - Copy of the visa
  - Visa collection either in person or provide a prepaid and self-addressed registered  
delivery envelope (from Post Office)
  - Visa application fee: £55.00
- Visa application is free of charge for
- Minors under the age of 6 years
  - Spouses and children of EU nationals
- Proof of relationship is required (original passport of EU spouse or parent(s) ☆  
and original marriage certificate or birth certificate(s) of child(ren).  
Documents not in English, German, French or Italian require a certified  
translation
  - Copy of the proof of relationship ☆
  - Copy of the passport of EU spouse or parent(s) ☆

Processing time is approx. 14 working days from the date of receipt of documents.

Each case is reviewed separately at the time of application, and no guarantee can be given that a visa will be issued

**GENERAL INFORMATION**

Opening hours: Monday to Friday (except British and Swiss public holidays) 9 am – 12 noon.  
For general telephone enquiries please call the premium rate number 0906 577 1222 (£1.50 per minute).

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