



VISA BRIEFING



AHK

Deutsch-Philippinische
Industrie- und Handelskammer
German-Philippine Chamber
of Commerce and Industry



Embassy
of the Federal Republic of Germany
Manila

Opportunities in Germany:
**Understanding Schengen Visa Types
and Requirements**

17 JULY 2025 | 3:00 PM - 4:30 PM
@ THE GERMAN CLUB, MAKATI



Embassy
of the Federal Republic of Germany
Manila

with Ms. Laura Geißendörfer, Head of Visa
Ms. Jodie Karstan, Visa Decider
Mr. Alexander Riemer, Visa Decider



+ Visit

+ Business

+ Tourism

+ Visitors or exhibitors of fairs

+ Seamen (only for boarding a ship in Germany which travels in international waters)

VISA NAVIGATOR





Your application must be submitted personally at **VFS Global in Manila or Cebu**. Once you have obtained all necessary documents, please register for an appointment **here** [↗](#).


Incomplete applications will be decided by the Embassy on the basis of the documents that were submitted, and may be rejected. The processing time of your visa application will be shorter if your documents are complete upon submission of the application.


Please include one set of copies of your supporting documents with the print-out of your application form, along with the original documents.



VISIT

Please submit the following documents for your application, one original with one copy of each original in paper format A4:

- Your valid passport. Please note: Your passport must be valid for at least three months after your return from Germany.
- One print-out of your duly filled and signed application form which must to be downloaded [here](#) .
- Two biometrical passport photos, with one glued to the application form. The second photo will be returned to you.
- Visa fee EUR 90.00, payable in PHP (EUR 45.00 for applicants from 6-11 years; no fees for applicants under 6 years and for spouses or minor children of German or EU nationals)
- Invitation letter
- Proof of the financial coverage of the cost of your stay: Your original bank certificate and bank statements for the last six months or your host's formal obligation according to §§ 66-68 AufenthG by the local immigration authority = ("Ausländerbehörde")
- Evidence of your rootedness in the Philippines: Work contract and bank account statements showing the transfer of your last six monthly salaries (if you are employed), proof of your registration and commercial activity of your company as well as income tax returns and bank account statements for the last six months (if you are self-employed) or school certificate / proof of enrollment (if you are a pupil or student). Please make sure that the bank statements include information regarding the date of the account being opened as well as the average balance of the bank account. If you are employed, please provide an approved leave of absence from your employer for the duration of the trip. Please submit the original land title, if you own a property. If you are married and / or have minor children: Please submit PSA marriage / birth certificates

- Travel History: If you already travelled to a Schengen country, please submit a copy of your Schengen visas
- If you are a first time traveler to Germany, please submit an informal declaration explaining your willingness to return to the Philippines before the expiration of your visa: What exactly will be an incentive for you to return to the Philippines and can you submit proofs for these circumstances?
- Proof of your travel health insurance. For a list of companies which meet the minimum requirements, please see here:  **Recommended List of Insurance Companies**. If you choose a travel insurance from a PDF / 166 KB different company, the insurance documents must show that all the listed requirements are met.


Additional documents for children (minors):

- Personal appearance of the parent(s) having the legal custody, with their passports or identity cards. If a parent with legal custody lives abroad and cannot appear at the Embassy: Written declaration of consent from that parent, with an authentication of his signature by the German Embassy competent for his residence or by a local German authority.
- If the child's parents were married and one parent is deceased: PSA death certificate
- If the child's parents were married and if one parent has the sole custody: Divorce or Annulment court order stating the court's decision concerning the legal custody
- PSA birth certificate of the child




BUSINESS

Please submit the following documents for your application, one original with one copy of each original in paper format A4:

- Your valid passport. Please note: Your passport must be valid for at least three months after your return from Germany.
- One print-out of your duly filled and signed application form which must to be downloaded [here](#) .
- Two biometrical passport photos, with one glued to the application form. The second photo will be returned to you.
- Visa fee EUR 90.00, payable in PHP (no fees for spouses or minor children of German or EU nationals)
- Official invitation letter with letter head of the company in Germany explaining the purpose of your travel
- If you are travelling on behalf of your employer / company: Company letter confirming purpose of business travel.

Additionally: if a Philippine company is funding the trip: covering letter with original bank certificate (statements not needed) of the company's bank account (not the applicants').

- If the inviting German organisation / company is covering the cost: covering letter stating that all costs will be borne by the German company according to § 66-68 AufenthG (German Aliens Act)
- Evidence of your rootedness in the Philippines: Confirmation of employment with salary (if you are employed) or proof of your registration and commercial activity of your company as well as income tax returns and bank account statements for the last six months on bank paper (if you are self-employed). Please make sure that the bank statements include information regarding the date of the account being opened as well as the average balance of the bank account. Please submit the original land title, if you own a property. If you are married and / or have minor children: Please submit PSA marriage / birth certificates. If you already travelled to a Schengen country, please submit a copy of your Schengen visas.
- Proof of your travel health insurance. For a list of companies which meet the minimum requirements, please see here:  **Recommended List of Insurance Companies**. If you choose a travel insurance from a different company, the insurance documents must show that all the listed requirements are met.


PDF / 166 KB



TOURISM

Please submit the following documents for your application, one original with one copy of each original in paper format A4:

- Your valid passport. Please note: Your passport must be valid for at least three months after your return from Germany.
- One print-out of your duly filled and signed application form which must to be downloaded [here](#) .
- Two biometrical passport photos, with one glued to the application form. The second photo will be returned to you.
- Visa fee EUR 90.00, payable in PHP (EUR 45.00 Euro for applicants from 6-11 years; no fees for applicants under 6 years and for spouses or minor children of German or EU nationals)
- Itinerary, preferably handwritten, stating only the places and durations of stay (i.e. Berlin 28.10. – 05.11.2023; Amsterdam 05.11. – 08.11.2023) and corresponding hotel reservations. The itinerary and the hotel reservations must be consistent with your actual travel plan.
- Proof of the financial coverage of the cost of your stay: Your original bank certificate and bank statements for the last six months or a formal obligation according to §§ 66-68 AufenthG with a confirmation of the declarant's financial capacity by the local Immigration ("Ausländerbehörde")

- Evidence of your rootedness in the Philippines: Work contract and bank account statements showing the transfer of your last six monthly salaries (if you are employed), proof of your registration and commercial activity of your company as well as income tax returns and bank account statements for the last six months (if you are self-employed) or school certificate / proof of enrollment (if you are a pupil or student). Please make sure that the bank statements include information regarding the date of the account being opened as well as the average balance of the bank account. If you are employed, please provide an approved leave of absence from your employer for the duration of the trip. Please submit the original land title, if you own a property. If you are married and / or have minor children: Please submit PSA marriage / birth certificates.
- If you are a first time traveller to Germany, please submit an informal declaration explaining your willingness to return to the Philippines before the expiration of your visa: What exactly will be an incentive for you to return to the Philippines and can you submit proofs for these circumstances?
- Proof of your travel health insurance. For a list of companies which meet the minimum requirements, please see here:  **Recommended List of Insurance Companies**. If you choose a travel insurance from a PDF / 166 KB different company, the insurance documents must show that all the listed requirements are met.


Additional documents for children who are less than 18 years old:


- Personal appearance of the parent(s) having the legal custody, with their passports or identity cards. If a parent with legal custody lives abroad and cannot appear at the Embassy: Written declaration of consent from that parent, with an authentication of his signature by the German Embassy competent for his residence or by a local German authority.
- If the child's parents were married and one parent is deceased: PSA death certificate
- If the child's parents were married and if one parent has the sole custody: Divorce or Annulment court order stating the court's decision concerning the legal custody
- PSA birth certificate of the child



VISITOR OR EXHIBITORS OF FAIRS

Please submit the following documents for your application, one original with one copy of each original in paper format A4:

- Your valid passport. Please note: Your passport must be valid for at least three months after your return from Germany.
- One print-out of your duly filled and signed application form which must to be downloaded [here](#) .
- Two biometrical passport photos, with one glued to each application form. The second photo will be returned to you.
- Visa fee EUR 90.00, payable in PHP (no fees for spouses or minor children of German or EU nationals)
- If you are an exhibitor: Exhibitor's Pass or confirmation letter of the fair that you are registered as an exhibitor
- If you are a visitor of the fair: Entry Pass and a confirmation letter from at least one exhibitor of that fair regarding your business appointment with him at the said fair
- Promotional or informational material of the fair
- Documents regarding the economic activity of your company, which must be related to the respective fair, for example your company's information brochure for your clients
- Proof of accommodation

- If you are travelling on behalf of your employer / company: Company letter confirming purpose of business travel.
- Proof of funds:
 - If a Philippine company is funding the trip: covering letter with original bank certificate (statements not needed) of the company's bank account (not the applicants").
 - If the inviting German organisation / company is covering the cost: covering letter stating that all costs will be borne by the German company according to § 66-68 AufenthG (German Aliens Act)
- Evidence of your rootedness in the Philippines: Work contract and bank account statements on bank paper showing the transfer of your last six monthly salaries (if you are employed) or proof of your registration and commercial activity of your company as well as income tax returns and bank account statements for the last six months on bank paper (if you are self-employed). Please make sure that the bank statements include information regarding the date of the account being opened as well as the average balance of the bank account. Please submit the original land title, if you own a property. If you are married and / or have minor children: Please submit PSA marriage / birth certificates. If you already travelled to a Schengen country, please submit a copy of your Schengen visas.
- Proof of your travel health insurance. For a list of companies which meet the minimum requirements, please see here:  **Recommended List of Insurance Companies**. If you choose a travel insurance from a




PDF / 166 KB

different company, the insurance documents must show that all the listed requirements are met.



SEAMEN (only for boarding a ship in Germany which travels in international waters)

Please submit the following documents for your application, one original with one copy of each original in paper format A4:

- Your valid passport. Please note: Your passport must be valid for at least three months after the expiry date of your visa.
- One print-out of your duly filled and signed application form which must to be downloaded [here](#) .
- Two biometrical passport photos, with one glued to the application form. The second photo will be returned to you.
- Visa fee EUR 90.00 Euro, payable in PHP
- POEA Employment certificate and guarantee letter from the local German shipping agency, confirming vessel name, port of embarkation and that it will assume all costs that may occur during your travel, both not older than 12 months
- The crew list
- Seaman's book
- Proof of your travel health insurance for the duration of your first stay in Germany. For a list of companies which meet the minimum requirements, please see [here](#) . If you choose a travel health insurance from a different company, the insurance documents must show that all the listed requirements are met.
- Declaration of Travel Health Insurance filled and signed by the seaman, which can be downloaded [here](#) .
- Copies of previous Schengen visas

Please note that the Embassy can request further documents.