



## TLSCONTACT VISA APPLICATION CENTRE – UNITED KINGDOM

### ***EU DEPENDANT UNDER EU DIRECTIVE 2004/38/EC VISA (less than 90 days)***

All documents submitted must be in English, French, Dutch or German. The foreign official documents must be legalised or carry an apostil, unless an exemption is provided in a treaty. All the relevant information on this formality is available on the website of the [SPF Foreign Affairs](#).

### **I. Does Directive 2004/38/EC apply to you?**

If any of the questions below are answered in the negative, the applicant is not entitled to the specific treatment under the Directive and should refer to the normal Schengen application procedure.

#### **Question 1: Is there an EU citizen from whom the visa applicant can derive any rights?**

*In principle, the Directive applies only to those EU citizens who travel to a Member State other than the Member State of their nationality.*

#### **Question 2: Does the visa applicant fall under the definition of ‘family member’?**

*The following persons are defined in Article 2(2) of the Directive as ‘core’ family members:*

- the spouse;
- the partner with whom the EU citizen has contracted a registered partnership, on the basis of the legislation of any Member State, if the legislation of the host Member State treats registered partnership as equivalent to marriage;
- the direct descendants who are under the age of 21 or are dependant as well as those of the spouse or partner as defined above; or
- the dependant direct relatives in the ascending line and those of the spouse or partner as defined above.

*The following persons are defined in Article 3(2) of the Directive as ‘extended’ family members:*

any other family members (i.e. those not falling under Article 2(2) of the Directive) who are:

- dependants;
- members of the household of the EU citizen;
- strictly require the personal care by the EU citizen on serious health grounds; or
- partners with whom the EU citizen has a durable relationship, duly attested.

#### **Question 3: Is the visa applicant accompanying or joining the EU citizen?**

*The Directive applies to the movements of a family member related to the movements of a Union citizen. It therefore does not apply if a family member does not accompany or join a Union citizen (i.e. when traveling alone). To prove this, you are **kindly requested to include proof of this in your application (travel tickets in both names and/or accommodation in both names)***



**It is up to visa applicants to prove that they are beneficiaries of the Directive.**

*They must be able to provide documentary evidence to support their claim. If he/she fails to provide such evidence or provides no evidence at all, the consulate may conclude that the applicant is not entitled to the specific treatment under the Directive.*

## **II. General requirements for all applicants.**

### **□ A duly completed and both signed VisaOnWeb application form (Signed copy)**

- *The VisaOnWeb form with the bar code is available once the registration via [VisaOnWeb](#) is completed. Please note that it will be the only application form accepted*

### **□ Passport (Original)**

- *A signed full national private passport or official travel document issued less than 10 years ago;*
- *Valid for at least more than 3 months beyond the validity of the requested visa;*
- *With two blank pages side by side with the mention 'visa' to affix the visa sticker;*
- *And without any damage.*

### **□ 2 ID photos meeting the ICAO standards**

- *attached with a paper clip;*
- *in color – UK passport size;*
- *size 3.5cm X 4.5cm;*
- *white plain background.*
- *Less than 3 months old.*

### **□ Copy of the passport bio-page**

- *Page with photo.*

### **□ Minors:**

*(children below 18 years)*

- *birth certificate;*
- *British school certificate*

*and For minors travelling alone or with only one parent (exceptions are made if one parent has the sole custody or residence order for the child):*

- a) original passports of both parents, or certified copy of the biodata page of the passports;*
- b) proof of consent of parental authority or legal guardian; and*

*In the case of sole custody, the following documents must be submitted:*

- a) birth certificate mentioning one parent;*
- b) death certificate of absent parent; or*
- c) court ruling.*

## **III. Documents to be submitted depending on the purpose of travel.**

**It is up to visa applicants to prove that they are beneficiaries of the Directive.**

*They must be able to provide documentary evidence to support their claim. If he/she fails to provide such evidence or provides no evidence at all, the consulate may conclude that the applicant is not entitled to the specific treatment under the Directive.*



**Original and a copy of the passport or national ID card of the EU family member**

**Proof of residency in the UK:**

**Print-out of your sharecode to check either [your immigration status](#) or [your right to work in the UK](#) (please do not print out your own status check as that will not be sufficient as your status needs to be checked by the TLScontact agent). Please note that you need to show proof that you have at least one month left of residency in the UK once you leave the Schengen area.**

**Proof of the relationship to the EU national (Original and Copy)**

*Marriage or birth certificate, or any official document issued within 6 months by your national representation, i.e. Embassy, Consulate General, Consulate or High Commission, in the UK.*

**Birth and marriage certificates (Copy)**

*Marriage or birth certificate both the original and a copy, the original will need to be seen at the time of interview, but will be returned to you.*

- *No need to be legalised / apostilled when issued by one of the EU Member States)*
- **Marriage/Birth certificates** or recent certified true copies thereof issued outside one of the EU Member States need to be legalised / apostilled by the national competent authorities in the country of issuance and, in case of legalisation, by the Belgian representation in the country of issuance;
- *Certificates and official documents must be translated if not issued in either English, German, Dutch or French.*

**Proof that the applicant is traveling with the EU citizen and that Belgium is the main destination.**

*Please include proof of this in your application: travel tickets and/or accommodation in both names as you are kindly requested in question 3 of the Directive 2004/38/EC.*

***Additional documents, even if not featured in the list above, may be required by the Embassy. The applicant is hereby informed that submitting the above-mentioned documents does not guarantee automatic issuance of a visa.***

***IMPORTANT REMARK: Guarantees for return (assessment of migration risk): the applicant is requested to provide as much information as possible to document his/her family background, professional and socio-economic status, ownership of land or real estate (for instance : proof of family bonds with his/her country of origin, proof of regular income and stable source of revenues from the applicant and/or his/her partner, proof of property, etc.).***

*This information is essential to correctly judge the intention of the applicant to leave the Schengen area before the expiry of his/her visa.*