



VISA APPLICATION FOR FAMILY REUNION

In order to apply for family reunion permit the competent authorities in Switzerland are responsible to decide. The decision process takes between 8-12 weeks. The following procedure is required:

The application has to be submitted at the visa counter of the Embassy. Opening hours are: 10.15 am to 11.30 am, Monday to Friday (except Chinese and Swiss public holidays).

Appointments must be generally made with the company VFS Global:

<http://www.vfsglobal.ch/switzerland/china/>

Non-compliance with the set guidelines (items not presented, photocopies missing,..) will lead to the application being rejected. Thank you for your cooperation.

Following documents in English, French, German or Italian are required:

- National passport or official travel document valid for more than 3 months beyond the validity of the requested visa, with at least two blank pages
- 2x copies of the passport including the signature page and if existing, of the past Schengen visas
- 3x **visa D** application form (**Application for national visa for stays of more than 3 months**), duly completed and signed by the applicant. The form can be downloaded on the "Documents" section at the bottom of the visa website
- 4x coloured passport photos undamaged, of recent date, white background, size 3.5cm x 4.5cm
- 2x copies of the Swiss permit of the spouse/parent (if applicable)
- 2x good quality copies of passport including signature page of the spouse/parent
- 2x employment contract of spouse/parent. (1 original and 1 copy if available)
- 2x invitation letter from the spouse/parent living in Switzerland. (1 original and 1 copy)
- 1 original and 1 copy of marriage certificate, legalized by MFA. Documents not in English, German, French or Italian require a notarized translation
- Proof of language competency (A1) of the language spoken at the future place of residence in Switzerland

Minors:

- 1 original and 1 copy of birth certificate of the dependent child, legalized by MFA.
- 1 original and 1 copy of proof of guardianship (if applicable), legalized by MFA.
- 1 original and 1 copy of Notary Certificate of permission to reside in Switzerland (if applicable); from both parents or legal guardians (when minor is travelling alone) or the parent or legal guardian not travelling (if minor is travelling with one parent), legalized by MFA; or when not in China, attested by the relevant authorities in the country of residence.

Documents not in English, German, French or Italian require a notarized translation.

- 1 original and 1 copy of bank statement/s for the last 3-6 months, as evidence of your or your spouse/parents' financial status
- Visa handling fee as published on the VFS Global homepage. The amount is equivalent to a visa fee of EUR 80 for adults and EUR 40 for children from the age of 6-12 years. Children under the age of 6 years are free of charge. The fee must be paid in cash and in Chinese currency (CNY). Credit cards are not accepted.
- Any other documentation you consider relevant to your application

The entire application will then be forwarded to the competent Swiss authorities for their decision (8-12 weeks). On receipt of the authorisation, the applicant has to contact the Embassy/Consulate General directly by e-mail:

Beijing: beijing.visa@eda.admin.ch.

Shanghai: shanghai.visa@eda.admin.ch

Guangzhou: guangzhou.visa@eda.admin.ch

It is the responsibility of the applicant to track the status.

BEIJING, May 2020