

Country : **Austria**

Embassy of Austria

EP-13, Chandragupta Marg, New Delhi.

Tel: +91-11-24192700, Fax: +91-11-26886929

www.aussenministerium.at/newdelhikf

VFS Visa Application Centre

Tel: +91-120-6641066

email Id : info.ausin@vfshelpline.com

Business:

- Passport + all old passports **(20 YEARS VALIDITY PASSPORT NOT ACCEPTED)**
- 1 Form, **(Print Back to back)**(2 Signature–Column No.37 & 4th page)
- 1 declaration signed by pax
- 1 disclaimer signed by pax
- Guarantee letter required on company letterhead **(format attached)**
- 2 Photo (35 x 45 mm white background, 80% face cover)
- Covering letter address to Embassy of Austria, New Delhi,
- Invitation letter from the company in Austria (Verpflichtungserklärung); **Or** Guarantee of Host Company may be provided. Please indicate both the number of entries and time periods required. (address to Embassy of Austria, New Delhi)
- Income Tax Returns last 3 years
- Original Last 6 month bank statements with bank statement and bank seal,
- Return Ticket,
- Foreign Exchange,
- Overseas Travel Insurance.
- Proof of accommodation: hotel reservation, guarantee of host company, etc.
- salary slips last three months
- **Authority letter on letter head from pax authorising us to submit and collect the documents on his behalf.(take name of staff from our office)**

Tourist:

- Passport + all old passports **(20 YEARS VALIDITY PASSPORT NOT ACCEPTED)**
- 1 Form, **(Print Back to back)**(2 Signature–Column No.37 & 4th page)
- 1 declaration signed by pax
- 1 disclaimer signed by pax
- Guarantee letter required on company letterhead **(format attached)**
- Covering letter address to Embassy of Austria, New Delhi
- Income Tax Returns for last 3 yrs
- Original Last 6 month bank statements with bank statement and bank seal,
- Proof of your current occupation. This should be a recent, original letter of continued employment from your employer stating the position and income/salary slips of last three months. A no objection letter from your company stating your leave
- Return Ticket,
- Overseas Travel Insurance
- Foreign Exchange
- Proof of Accommodation (hotel reservation, confirmation about purchase of a tour package
- If applicable: Students have to submit a letter from his/her university or school, stating he/she is a bonafide student and has been granted leave for the said period. The letter should also state that the school/university is observing a "holiday break" or is "in term" during the said period
- Proof of Sufficient funds means for your stay (recent (3 month) bank statement original & one photocopy – Traveler's Cheques etc.). Note: Credit cards and cash are not accepted as proof of financial means.
Note : Credit card statements may be submitted as additional supporting documentation
- If applicable: Incase of a minor traveling alone or accompanied by another adult a no objection letter from both the parents attested by a notary. Incase

of a minor traveling with one of the parent, a no objection letter from the other spouse attested by a notary is to be provided.

Visa Fee: Rs.5080/-

VFS charges: Rs.628

DD Charges: Rs.57/-

Visa fees are subject to change.

Time Taken – Minimum 15 days

Download Visa Form: [Click Here](#)

Download Declaration and undertaking: [Click Here](#)

Download Guarantee Letter: [Click Here](#)

Download Disclaimer: [Click Here](#)