Schengen Visa

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Visa Application

Austrian Embassy in Pretoria (by online appointment only)

Austrian Visa Application Centres (VFS Global):
additional application fee (ZAR 340.--)  
• Johannesburg  
• Cape Town  
• Durban

Visa Information, contact details and online appointment booking service: www.austrianembassy.co.za
Visit to multiple Schengen Countries
Where to apply?

The Schengen country of main destination has to issue the visa for the entire visit!

Main Destination to be determined by:
• Length of stay
• Main purpose of visit
• If not clear (equal amount spent in more than one member state: First country of entry into the Schengen region)
Austrian Schengen Visa in Neighboring Countries

Angola: Portuguese Embassy Luanda
Botswana: German Embassy Gaborone
Madagascar: French Embassy
Mozambique: Dutch Embassy Maputo
Namibia: German Embassy Windhoek
Zimbabwe: German Embassy Harare
(in the process of being implemented)
When to apply?

• At least 15 calendar days before travel

• No longer than 3 months before entry into the Schengen region

Application in person required (fingerprints)!

Only complete applications can be processed

Visas issued by the Embassy in Pretoria
Which Documents are required for Business Travelers?

• Application form
• Biometric passport picture  
(see [http://www.passbildkriterien.at/oesterreich.html](http://www.passbildkriterien.at/oesterreich.html))
• Consular fees (EUR 60,-- ) + VFS application fee
• Original passport (2 empty visa pages, validity: exceeding return date by 3 month)
• Flight booking
• Proof of accommodation
• Employer’s letter confirming ongoing employment, income, business trip
• Invitation letter by Austrian partner company
• Travel Health Insurance (minimum requirements)
• Proof of financial means:
  • bank statements (current account) of last 3 months or
  • Electronic guarantee letter from Austrian Partner Company (EVE)
• Additional documents may be required
Validity of the Schengen Visa

- For all Schengen countries (plus Croatia – conditions apply)
- Validity period: from - to (15 days extra)
- Length of travel: number of days (depending on travel insurance)
- Number of entries: 1, 2 or M
- Maximum length of stay: 90 days/6 months period
Visa for multiple Trips to Austria/Schengen

Conditions:

• Previous Schengen visas
• Written request (reasons)
• Travel Insurance

Maximum visa validity:
3 years, additional processing time required!
Staff Training/Internship/Work in Austria

Work Visa required!

Additional documents:
• AMS Registration of training/internship
• Work permit
• other
Websites:

Austrian Embassy: www.austrianembassy.co.za

Visa Application Centres: http://www.vfsglobal.com/austria/southafrica/