



STAMP

PHOTO

Schengen Visa Application

This application form is free of charge

1. Surname (Family name) (x)				<p>FOR OFFICIAL USE ONLY</p> <p>Date of application:</p> <p>Visa application number:</p> <p>Application lodged at</p> <input type="checkbox"/> Embassy/consulate <input type="checkbox"/> CAC <input type="checkbox"/> Service provider <input type="checkbox"/> Commercial intermediary <input type="checkbox"/> Border <p>Name:</p> <input type="checkbox"/> Other <p>File handled by:</p> <p>Supporting documents:</p> <input type="checkbox"/> Travel document <input type="checkbox"/> Means of subsistence <input type="checkbox"/> Invitation <input type="checkbox"/> Means of transport <input type="checkbox"/> TMI <input type="checkbox"/> Other: <p>Visa decision:</p> <input type="checkbox"/> Refused: <input type="checkbox"/> Issued: <input type="checkbox"/> A <input type="checkbox"/> C <input type="checkbox"/> VTBG <p><input type="checkbox"/> Valid:</p> <p>From:</p> <p>To:</p> <p>Number of entries:</p> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> Multiple <p>Number of days:</p>							
2. Surname at birth (Former family name(s)) (x)											
3. First name(s) (Given name(s)) (x)											
4. Date of birth (day-month-year)		5. Place of birth						7. Current nationality			
		6. Country of birth						Nationality at birth, if different:			
8. Sex <input type="checkbox"/> male <input type="checkbox"/> female		9. Marital status <input type="checkbox"/> Single <input type="checkbox"/> Married v <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Widow(er) <input type="checkbox"/> Other (please specify)									
10. In the case of minors: Surname, first name, address (if different from applicant's) and nationality of parental authority/legal guardian											
11. National identity number, where applicable											
12. Type of travel document <input type="checkbox"/> Ordinary passport <input type="checkbox"/> Diplomatic passport <input type="checkbox"/> Service passport <input type="checkbox"/> Official passport <input type="checkbox"/> Special passport <input type="checkbox"/> Other travel document (please specify).....											
13. Number of travel document		14. Date of issue						15. Valid until		16. Issued by	
17. Applicant's home address:								Telephone number(s)			
E-mail address:											
18. Residence in a country other than the country of current nationality <input type="checkbox"/> No <input type="checkbox"/> Yes Residence permit or equivalent No. Valid until.....											
*19. Current occupation											
*20. Employer and employer's address and telephone number. For students, name and address of educational establishment.											

* The fields marked with * shall not be filled in by family members of EU, EEA or CH citizens (spouse, child or dependent ascendant) while exercising their right to free movement. Family members of EU, EEA or CH citizens shall present documents to prove this relationship and fill in fields no 34 and 35. (x) Fields 1-3 shall be filled in in accordance with the data in the travel document.

21. Main purpose(s) of the journey: <input type="checkbox"/> Tourism <input type="checkbox"/> Business <input type="checkbox"/> Visiting family or friends <input type="checkbox"/> Cultural <input type="checkbox"/> Sports <input type="checkbox"/> Official visit							
<input type="checkbox"/> Medical reasons <input type="checkbox"/> Study <input type="checkbox"/> Transit <input type="checkbox"/> Airport transit <input type="checkbox"/> Other (please specify)							
22. Member State(s) of destination	23. Member State of first entry						
24. Number of entries requested <input type="checkbox"/> Single entry <input type="checkbox"/> Two entries <input type="checkbox"/> Multiple entries	25. Duration of the intended stay or transit Indicate number of days						
26. Schengen visas issued during the past three years <input type="checkbox"/> No <input type="checkbox"/> Yes: date(s) of validity from to							
27. Fingerprints collected previously for the purpose of applying for a Schengen visa <input type="checkbox"/> No <input type="checkbox"/> Yes. Date, if known							
28. Entry permit for the final country of destination, where applicable Issued by Valid from until							
29. Intended date of arrival in the Schengen area	30. Intended date of departure from the Schengen area						
* 31. Surname and first name of the inviting person(s) in the Member State(s). If not applicable, name of hotel(s) or temporary accommodation(s) in the Member State(s) Address of inviting person(s)/hotel(s)/temporary accommodation(s) Email address: _____ Telephone nr: _____							
*32. Surname, first name, address, telephone, telefax, and e-mail address of contact person in company/organisation							
*33. Cost of travelling and living during the applicant's stay is covered <table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> by the applicant himself/herself Means of support <input type="checkbox"/> Cash <input type="checkbox"/> Traveller's cheques <input type="checkbox"/> Credit card <input type="checkbox"/> Pre-paid accommodation <input type="checkbox"/> Pre-paid transport <input type="checkbox"/> Other (please specify) </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> by a sponsor (host, company, organisation), please specify: <input type="checkbox"/> referred to in field 31 or 32 <input type="checkbox"/> other (please specify) Means of support <input type="checkbox"/> Cash <input type="checkbox"/> Accommodation provided <input type="checkbox"/> All expenses covered during the stay <input type="checkbox"/> Pre-paid transport <input type="checkbox"/> Other (please specify) </td> </tr> </table>		<input type="checkbox"/> by the applicant himself/herself Means of support <input type="checkbox"/> Cash <input type="checkbox"/> Traveller's cheques <input type="checkbox"/> Credit card <input type="checkbox"/> Pre-paid accommodation <input type="checkbox"/> Pre-paid transport <input type="checkbox"/> Other (please specify)	<input type="checkbox"/> by a sponsor (host, company, organisation), please specify: <input type="checkbox"/> referred to in field 31 or 32 <input type="checkbox"/> other (please specify) Means of support <input type="checkbox"/> Cash <input type="checkbox"/> Accommodation provided <input type="checkbox"/> All expenses covered during the stay <input type="checkbox"/> Pre-paid transport <input type="checkbox"/> Other (please specify)				
<input type="checkbox"/> by the applicant himself/herself Means of support <input type="checkbox"/> Cash <input type="checkbox"/> Traveller's cheques <input type="checkbox"/> Credit card <input type="checkbox"/> Pre-paid accommodation <input type="checkbox"/> Pre-paid transport <input type="checkbox"/> Other (please specify)	<input type="checkbox"/> by a sponsor (host, company, organisation), please specify: <input type="checkbox"/> referred to in field 31 or 32 <input type="checkbox"/> other (please specify) Means of support <input type="checkbox"/> Cash <input type="checkbox"/> Accommodation provided <input type="checkbox"/> All expenses covered during the stay <input type="checkbox"/> Pre-paid transport <input type="checkbox"/> Other (please specify)						
34. Personal data of the family member who is an EU, EEA or CH citizen <table style="width: 100%;"> <tr> <td style="width: 50%;">Surname</td> <td style="width: 50%;">First name(s)</td> </tr> <tr> <td>Date of birth</td> <td>Nationality</td> </tr> <tr> <td></td> <td>Number of travel document or ID card</td> </tr> </table>		Surname	First name(s)	Date of birth	Nationality		Number of travel document or ID card
Surname	First name(s)						
Date of birth	Nationality						
	Number of travel document or ID card						
35. Family relationship with an EU, EEA or CH citizen <input type="checkbox"/> spouse <input type="checkbox"/> child <input type="checkbox"/> grandchild <input type="checkbox"/> dependent ascendant							
36. Place and date	37. Signature (for minors, signature of parental authority/legal guardian)						

* The fields marked with * shall not be filled in by family members of EU, EEA or CH citizens (spouse, child or dependent ascendant) while exercising their right to free movement. Family members of EU, EEA or CH citizens shall present documents to prove this relationship and fill in fields no 34 and 35.

I am aware that the visa fee is not refunded if the visa is refused.

Applicable in case a multiple-entry visa is applied for (cf. field no 24):

I am aware of the need to have an adequate travel medical insurance for my first stay and any subsequent visits to the territory of Member States

I am aware of and consent to the following: the collection of the data required by this application form and the taking of my photograph and, if applicable, the taking of fingerprints, are mandatory for the examination of the visa application; and any personal data concerning me which appear on the visa application form, as well as my fingerprints and my photograph will be supplied to the relevant authorities of the Member States and processed by those authorities, for the purposes of a decision on my visa application.

Such data as well as data concerning the decision taken on my application or a decision whether to annul, revoke or extend a visa issued will be entered into, and stored in the Visa Information System (VIS)¹ for a maximum period of five years, during which it will be accessible to the visa authorities and the authorities competent for carrying out checks on visas at external borders and within the Member States, immigration and asylum authorities in the Member States for the purposes of verifying whether the conditions for the legal entry into, stay and residence on the territory of the Member States are fulfilled, of identifying persons who do not or who no longer fulfil these conditions, of examining an asylum application and of determining responsibility for such examination. Under certain conditions the data will be also available to designated authorities of the Member States and to Europol for the purpose of the prevention, detection and investigation of terrorist offences and of other serious criminal offences. The authority of the Member State responsible for processing the data is: Ministry of Foreign Affairs, Consular Affairs and Migration Policy Department (DCM), Postbus 20061, 2500 EB DEN HAAG.

I am aware that I have the right to obtain in any of the Member States notification of the data relating to me recorded in the VIS and of the Member State which transmitted the data, and to request that data relating to me which are inaccurate be corrected and that data relating to me processed unlawfully be deleted. At my express request, the authority examining my application will inform me of the manner in which I may exercise my right to check the personal data concerning me and have them corrected or deleted, including the related remedies according to the national law of the State concerned. The national supervisory authority of that Member State [College Bescherming Persoonsgegevens, Postbus 93374, 2509 AJ DEN HAAG] will hear claims concerning the protection of personal data.

I declare that to the best of my knowledge all particulars supplied by me are correct and complete. I am aware that any false statements will lead to my application being rejected or to the annulment of a visa already granted and may also render me liable to prosecution under the law of the Member State which deals with the application.

I undertake to leave the territory of the Member States before the expiry of the visa, if granted. I have been informed that possession of a visa is only one of the prerequisites for entry into the European territory of the Member States. The mere fact that a visa has been granted to me does not mean that I will be entitled to compensation if I fail to comply with the relevant provisions of Article 5(1) of Regulation (EC) No 562/2006 (Schengen Borders Code) and I am therefore refused entry. The prerequisites for entry will be checked again on entry into the European territory of the Member States.

Place and Date	Signature (for minors, signature of parental authority/legal guardian):
----------------	--



KLAUSUL VISA

Syarat & Ketentuan Permohonan Visa **PT. Harum Indah Sari Tours & Travel** **(HIS Travel Indonesia)**

Kepada pelanggan yang terhormat, terima kasih atas kepercayaan Anda dalam memilih HIS Travel Indonesia. Sebelum proses permohonan Visa dilakukan, Anda diharapkan untuk membaca dan memahami dengan jelas syarat dan ketentuan yang berlaku. Semua pelanggan yang setuju menandatangani Klausul Visa ini dan tetap melanjutkan proses permohonan Visa, maka dianggap telah mengerti dan menerima segala risiko yang dapat terjadi.

1. PT. Harum Indah Sari Tours & Travel / HIS Travel Indonesia adalah Biro Perjalanan Wisata yang salah satu jenis usahanya adalah pengurusan dokumen perjalanan seperti Visa. Namun PT. Harum Indah Sari Tours & Travel / HIS Travel Indonesia tidak memiliki kuasa atas disetujui atau tidaknya permohonan Visa, dimana hal tersebut adalah wewenang penuh pihak Kedutaan sebuah Negara. Dalam hal ini PT. Harum Indah Sari Tours & Travel / HIS Travel Indonesia tidak dapat dituntut atas hasil akhir dari proses tersebut.
2. Pelanggan wajib menyerahkan berkas dokumen kepada PT. Harum Indah Sari Tours & Travel / HIS Travel Indonesia dalam keadaan lengkap sesuai dengan persyaratan yang tercantum di website PT. Harum Indah Sari Tours & Travel / HIS Travel Indonesia, dengan waktu yang cukup untuk melakukan proses permohonan Visa. PT. Harum Indah Sari Tours & Travel / HIS Travel Indonesia berhak untuk menolak proses permohonan Visa, jika dirasa berkas dokumen tidak memenuhi syarat / waktu yang dibutuhkan tidak mencukupi.
3. Pelanggan wajib memenuhi tenggat waktu penyerahan berkas dokumen Visa secara lengkap sesuai dengan yang telah diinformasikan oleh pihak PT. Harum Indah Sari Tours & Travel / HIS Travel Indonesia (*paling lambat 1 bulan sebelum keberangkatan untuk visa kawasan Asia dan 1,5 bulan sebelum keberangkatan untuk visa kawasan Eropa / Australia & New Zealand / USA, mengacu pada hari kerja nasional dan Kedutaan Negara terkait **hal ini akan disesuaikan kembali untuk periode khusus seperti high season*).
4. Pelanggan wajib melakukan pembayaran lunas semua biaya permohonan Visa, sesuai dengan jumlah pemohon. PT. Harum Indah Sari Tours & Travel / HIS Travel Indonesia berhak untuk menolak / menunda proses permohonan Visa jika pembayaran lunas belum dilakukan oleh pelanggan.
5. PT. Harum Indah Sari Tours & Travel / HIS Travel Indonesia tidak dapat dituntut serta tidak bertanggung jawab atas biaya dan/atau kerugian yang timbul (*biaya tiket/hotel/tour dan sebagainya*) maupun gagalnya perjalanan akibat ditolaknya pembuatan Visa dan/atau terlambatnya Visa yang dikeluarkan dari pihak Kedutaan sebuah Negara.

6. PT. Harum Indah Sari Tours & Travel / HIS Travel Indonesia tidak dapat dituntut serta tidak bertanggung jawab atas segala risiko yang terjadi dikarenakan oleh kesalahan atau kelalaian pelanggan (*baik yang disengaja ataupun tidak disengaja*), seperti dibawah ini (*namun tidak terbatas pada*) :
 - a. Pelanggan menyerahkan berkas dokumen kurang dari batas waktu (*terlambat*) yang telah diinformasikan oleh pihak PT. Harum Indah Sari Tours & Travel / HIS Travel Indonesia sehingga mengakibatkan keterlambatan proses dan berdampak terhadap jadwal keluarnya Visa pemohon.
 - b. Pelanggan menyerahkan berkas dokumen yang tidak lengkap sehingga mengakibatkan ditolaknya Visa pemohon atau keterlambatan proses yang berdampak terhadap jadwal keluarnya Visa pemohon.
 - c. Pelanggan terlambat / tidak hadir di VFS / BLS / Kedutaan sesuai jadwal Interview / Biometric Scan sehingga mengakibatkan pemohon harus membayar ulang untuk *reschedule*/membayar biaya tambahan *priority service* jika proses Interview / Biometric Scan tetap dilakukan dihari yang sama.
7. Pelanggan wajib memeriksa kembali detail Visa yang sudah selesai pada saat pengambilan paspor di kantor cabang PT. Harum Indah Sari Tours & Travel / HIS Travel Indonesia, agar dapat segera dilakukan pemrosesan ulang apabila terdapat ketidaksesuaian data. PT. Harum Indah Sari Tours & Travel / HIS Travel Indonesia tidak bertanggung jawab terhadap ketidaksesuaian data yang dikonfirmasi setelah melewati tanggal serah terima dokumen kepada pelanggan.
8. Semua biaya proses permohonan Visa bersifat NON REFUNDABLE / HANGUS, tidak ada pengembalian biaya untuk Visa yang ditolak atau bagi pemohon yang melakukan penarikan berkas dokumen saat proses Visa yang berlangsung (***kecuali visa Jepang*).

Dengan ini saya telah membaca dan menyetujui semua syarat dan ketentuan diatas.

...../...../.....

(.....)

*** Periode high season yang dimaksud sesuai dengan situasi dan kondisi yang berlaku di PT. Harum Indah Sari Tours & Travel / HIS Travel Indonesia, dimana penentuan periode tersebut adalah wewenang dari PT. Harum Indah Sari Tours & Travel / HIS Travel Indonesia.*

*** Khusus Visa Jepang, biaya proses Visa yang ditolak dapat di-refund kepada pemohon (biaya Visa tanpa service fee). Proses refund kurang lebih 30 hari kerja.*