

## **AIRPORT TRANSIT VISA A – REQUIRED DOCUMENTS**

**Important:** An Airport Transit Visa A permits you to enter the international transit zone of an airport in order to take a connecting international flight. This visa does not permit you to enter the Schengen territory.

**Good Practices:** Do not wait for the last minute to apply for your visa. Apply for your visa within 180 and 15 days preceding the intended departure date.

**Every file has to be composed of a set of original documents. It is your responsibility to submit a photocopy of those documents of which you need the original copy back. The Embassy will only return documents of which it received a photocopy.**

### **DOCUMENTS TO BE SUBMITTED IN THE FOLLOWING ORDER**

1. Valid passport containing at least 2 blank pages and with a validity superior to at least 3 months from the expiration date of the requested visa.
2. Copy of your passport and copies of all the visas with entry and exit stamps from the visited countries.
3. One signed Schengen visa application form filled out on the website Visa On Web: <https://visaonweb.diplomatie.be/>
4. One recent picture (35 x 45 mm - white background).
5. For the non-Rwandese citizens, valid long stay visas or residence cards are required.
6. Valid visa for the final destination after the airport transit or proof of visa exemption (e.g. visa will be delivered at the border of final destination).
7. Documents relating to the travel to your final destination after the airport transit (e.g. invitation letter and proof of the travel purpose to your final destination).
8. Information permitting to evaluate your intention not to enter the Schengen territory.
9. **Flight reservation** as from airport of departure to airport of final destination.

**Important:** The authorities competent for the control at the external borders can refuse letting you transit through the international transit zone if the further travel to your final destination is not assured. Please keep all documents relating to your final destination on you.

**Submit a complete file.** All information is available on the website of the [Embassy of Belgium in Kigali](#), on the website of the [Belgian Immigration Office](#) and on the website of our service provider [TLScontakt](#). For that matter the Belgian authorities in charge of the examination of visa applications consider that the submission of an incomplete visa

application means that the person asking for the visa is not taking the application seriously or that the person is incapable of submitting the necessary documents.

**For more detailed visa information (different types of visas, which documents to submit, conditions, exceptions, periods of treatment, etc. ) check the website of the Federal Public Service Home Affairs – Immigration Office : [www.dofi.ibz.be](http://www.dofi.ibz.be)**