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## Information and Notices

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## I

*(Information)***COUNCIL****COMMON CONSULAR INSTRUCTIONS ON VISAS FOR THE DIPLOMATIC MISSIONS AND  
CONSULAR POSTS***(2002/C 313/01)*

## INTRODUCTORY NOTE

The Common Consular Instructions, as adopted by the Executive Committee established by the Convention applying the Schengen Agreement of 14 June 1985 (listed under reference SCH/Com-ex (99) 13 in Annex A to Council Decision 1999/435/EC (OJ L 176, 10.7.1999, p. 1) and published in (OJ L 239, 22.9.2000, p. 317), have since been amended on several occasions pursuant to the provisions of Council Regulation (EC) No 789/2001 of 24 April 2001 (OJ L 116, 26.4.2001, p. 5). The text of the Common Consular Instructions as published here includes all such amendments to date.

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**COMMON CONSULAR INSTRUCTIONS****on visas for the diplomatic missions and consular posts of the Contracting Parties to the Schengen Convention**

**Conditions governing the issue of uniform visas, valid for the territory of all the Contracting Parties.**

**I. GENERAL PROVISIONS****1. Scope**

conditions have been met. Mere possession of a uniform visa does not entitle automatic right of entry.

The following common provisions which are based on the provisions of Chapter 3 (sections 1 and 2) of the Convention applying the Schengen Agreement of 14 June 1985 between the Governments of the States of the Benelux Economic Union, the Federal Republic of Germany and the French Republic on the gradual abolition of checks at their common borders (hereinafter referred to as the Convention) signed in Schengen on 19 June 1990, and which Italy, Spain, Portugal, Greece and Austria have since acceded to, apply to the examination of visa applications for a visit not exceeding three months, including transit visas, valid for the territory of all the Contracting Parties <sup>(1)</sup>.

Visas for visits exceeding three months shall be national visas, and shall only entitle the holder to reside in that national territory. Nevertheless, such visas shall enable their holders to transit through the territories of the other Contracting Parties in order to reach the territory of the Contracting Party which issued the visa, unless they fail to fulfil the entry conditions referred to in Article 5(1)(a), (d) and (e) or they are on the national list of alerts of the Contracting Party through whose territory they seek to transit.

**2. Definition and types of visa****2.1. Uniform visas**

These are the authorisation or decision granted in the form of a sticker affixed by a Contracting Party to a passport, travel document or other document which entitles the holder to cross the border. It enables aliens, subject to the visa requirement, to turn up at the external border of the Contracting Party which issued the visa or that of another Contracting Party and request, depending on the type of visa, transit or residence, provided that the other transit or entry

**2.1.1. Airport transit visas**

This visa entitles aliens who are required to have such a visa, to pass through the international transit area of airports, without actually entering the national territory of the country concerned, during a stop-over or transfer between two sections of an international flight. The requirement to have this visa is an exception to the general right to transit without a visa through the abovementioned international transit area.

Nationals from the countries listed in Annex 3 and persons who are not necessarily nationals of those countries but who possess travel documents issued by their authorities, are required to possess this type of visa.

Exemptions from the airport transit visa requirement are laid down in part III of Annex 3.

**2.1.2. Transit visas**

This visa entitles aliens who are travelling from one non-member country to another non-member country to pass through the territories of the Contracting Parties.

This visa authorises its holder to pass through once, twice or exceptionally several times, provided that no transit shall exceed five days.

**2.1.3. Short-term or travel visas: multiple entry visas**

This visa entitles aliens who seek to enter the territories of the Contracting Parties, for reasons other than to immigrate, to carry out a continuous visit or several visits whose duration does not exceed three

<sup>(1)</sup> Pursuant to Article 138 of the Convention, these provisions shall only apply to the European territory of the French Republic and the Kingdom of the Netherlands.

months in any half-year from the date of first entry. As a general rule, this visa may be issued for one or several entries.

In the case of aliens who frequently need to travel to one or several Schengen States, for example on business, short-term visas may be issued for *several visits*, provided that the total length of these visits does not exceed three months in any half-year. This multiple entry visa may be valid for one year, and in exceptional cases, for more than a year for certain categories of persons (see point V(2), (2.1)).

#### 2.1.4. Group visas

This is a transit visa or a visa limited to a maximum of 30 days, which may be affixed to a group passport, save where national legislation provides otherwise, issued to a group of aliens formed prior to the decision to travel, provided that the members of the group enter the territory, stay there and leave the territory as a group.

Group visas may be issued to groups of between five and 50 people. The person in charge of the group shall possess an individual passport and, where necessary, an individual visa.

#### 2.2. Long-term visas

Visas for visits exceeding three months shall be national visas issued by one of the Member States in accordance with its national legislation.

However, such visas shall, for a period of not more than three months from their initial date of validity, be valid concurrently as uniform short-stay visas, provided that they were issued in accordance with the common conditions and criteria adopted under or pursuant to the relevant provisions of Chapter 3, section I of the aforementioned Convention and their holders fulfil the entry conditions referred to in Article 5(1)(a), (c), (d) and (e) of the Convention and reproduced in part IV of these Instructions. Otherwise, such visas shall merely enable their holders to transit through the territories of the other Contracting Parties in order to reach the territory of the Member State which issued the visa, unless the holders do not fulfil the entry conditions referred to in Article 5(1)(a), (d) and (e) or are on the national list of alerts of the Member State through whose territory they seek to transit.

#### 2.3. Visas with limited territorial validity

This visa is affixed in exceptional cases to a passport, travel document or other document which entitles the holder to cross the border, where the visit is authorised only in the national territory of one or more Contracting Parties, provided that both entry and exit are through the territory of this or these Contracting Parties (part V(3) of these Instructions).

#### 2.4. Visas issued at the border <sup>(1)</sup>

## II. DIPLOMATIC MISSION OR CONSULAR POST RESPONSIBLE

Aliens who are subject to the visa requirement (see Annex 1), and who seek to enter the territory of a Contracting Party, are obliged to apply to the visa section in the diplomatic mission or consular post responsible.

### 1. Determining the State responsible

#### 1.1. State responsible for deciding on an application

The following are responsible for examining applications for short-term or transit uniform visas:

- (a) — the Contracting Party in whose territory the sole or main destination of the visit is found. Under no circumstances shall a transit Contracting Party be considered as the country of main destination.

The diplomatic mission or consular post with whom the application is lodged shall decide, on a case-by-case basis, which is the Contracting Party of main destination, bearing in mind, in its assessment, all the facts and in particular the purpose behind the visit, the route and length of visit or visits. When looking at these facts, the mission or post shall mainly focus on the supporting documents submitted by the applicant,

- it shall specifically focus on the main reason for or the purpose of the visit when one or more destinations are the direct result or complement of another destination,

<sup>(1)</sup> In exceptional cases, short-term or transit visas may be issued at the border, pursuant to the conditions defined in part II, point 5 of the Common Manual on External Borders.

- it shall specifically focus on the longest visit when no destination is the direct result or complement of another destination; where the visits are of equal length, the first destination shall be the determining factor;
- (b) — the Contracting Party of first entry, when the Contracting Party of main destination cannot be determined.

Contracting Party of first entry shall be the State whose external border the applicant crosses in order to enter the Schengen area after having had his/her documents checked,

- when the Contracting Party of first entry does not require a visa, it is not obliged to issue a visa and, unless it issues the visa voluntarily, subject to the consent of the person concerned, the responsibility is transferred to the first Contracting Party of destination or of transit which requires a visa,
- the examination of applications and the issue of visas with limited territorial validity (limited to the territory of one Contracting Party or to the territory of the Benelux States) shall be the responsibility of the Contracting Party or Parties concerned.

## 1.2. *State representing the State responsible*

- (a) If the State responsible under Article 12 of the Schengen Convention has no diplomatic mission or consular post in a given country, the uniform visa may be issued by the mission or post of the Contracting Party which represents the interests of the State responsible. The visa is issued on behalf of the Contracting Party that is being represented, subject to its prior authorisation, and where necessary, consultation between the central authorities. If one of the Benelux States has a mission or post, it shall automatically represent the other Benelux States.
- (b) If the State responsible has a diplomatic mission or consular post in the capital city of a country, but not in the area where the application is lodged, and if one or more of the other Contracting Parties does have a mission or post, the visa may, in exceptional cases and only in countries which are geographically very large, be issued by another Contracting Party representing the State responsible, provided that there is a specific agreement on representation between the two Contracting Parties concerned and such action is in accordance with the terms of the said agreement.
- (c) In accordance with the provisions contained in (a) and (b), it shall in any event be for the visa applicant to decide whether to contact either the diplomatic mission or the consular post which is representing the State responsible or that of the State responsible.
- (d) The subgroup on visas shall draft an overview of the agreed representation arrangements which it shall revise regularly.
- (e) The procedure for issuing Schengen visas in non-member countries in which not all Schengen States are represented shall be based on the following principles:
  - the rules on representation shall apply to the processing of applications for uniform airport transit visas, transit visas and short-stay visas issued pursuant to the Schengen Convention and in accordance with the Common Consular Instructions. The representing State is obliged to comply with the provisions of the Common Consular Instructions as quickly as it issues its own visas of the same category and with the same period of validity,
  - except as expressly provided in bilateral agreements, the rules on representation shall not apply to visas issued for the purpose of paid employment or an activity which requires prior permission from the State in which it is to be carried out. The applicant must contact the accredited consular post of the State where the activity is to be performed,
  - the Schengen States shall not be obliged to ensure that they are represented for visa purposes in every non-member country. They may decide that in certain non-member countries visa applications or applications for a particular kind of visa must be made at a permanent consular post or diplomatic mission of the State that is the main destination,
  - the diplomatic missions and consular posts shall have sole responsibility for assessing the risk of illegal immigration posed by a visa application,
  - the represented State shall assume responsibility for asylum applications made by holders of visas which the visa stamp expressly shows to have been issued by representing States on behalf of represented States,

- in exceptional cases, bilateral agreements may stipulate that visa applications from certain categories of alien are either to be submitted by the representing State to the authorities of the represented State in which the main destination is located or forwarded to a permanent consular representation of that State. The categories in question must be laid down in writing (if necessary for each diplomatic mission or consular post). It shall be assumed that the visa has been issued on the authorisation of the represented State pursuant to Article 30(1) of the Schengen Convention,
- bilateral agreements may be amended in the course of time on the basis of decisions made by individual States concerning asylum applications lodged within a set period of time by holders of visas issued in the framework of representation and other information relevant to the issue of visas. Agreement may also be reached on waiving the rules on representation in the case of certain diplomatic missions and consular posts,
- representation shall apply solely in the context of issuing visas. Aliens who are unable to apply for a visa because they cannot furnish sufficient proof that they fulfil the relevant conditions must be informed that they can apply for a visa at a permanent consular post or diplomatic mission of the Schengen State in which their destination lies,
- the rules on representation may be refined as a result of further developments in software enabling consular posts and diplomatic missions undertaking representation to consult the central authorities of the represented State without substantial additional effort,
- the list containing rules on representation with regard to the issue of a Schengen visa in non-member countries in which not all Schengen States are represented shall be submitted to the Central Group for acknowledgement of the amendments made to it by agreement between the Schengen States concerned.

## 2. **Visa applications requiring consultation with the national central authority or the authority of one or more other Contracting Parties, in accordance with Article 17(2)**

### 2.1. *Consultation with the national central authority*

The diplomatic mission or consular post which examines the application, shall seek authorisation from its central authority, consult it or inform it of the

decision it plans to take in a case, in accordance with the arrangements and deadlines laid down by national law and practice. Cases requiring national consultation are listed in Annex 5A.

### 2.2. *Consultation with the central authority of one or more Contracting Parties*

The diplomatic mission or the consular post with whom an application is lodged shall seek authorisation from its central authority, which, for its part, shall send the application on to the competent central authorities of one or more other Contracting Parties (see part V(2), (2.3)). Until the final list of cases of mutual consultation has been approved by the Executive Committee, the list annexed to these Common Consular Instructions shall apply (see Annex 5B).

### 2.3. *Consultation procedure in the framework of representation*

- (a) When visa applications are lodged by nationals of the countries listed in Annex 5C at a diplomatic mission or consular representation of a Schengen State, representing another Schengen State, the represented State shall be consulted.
- (b) The information exchanged in respect of these visa applications shall be the same as that currently exchanged in the framework of the consultation under Annex 5B. A compulsory heading shall, however, be provided on the form for the references to the territory of the represented State.
- (c) The current provisions of the Common Consular Instructions on Visas shall apply to the time limits, their extension and the form of the reply.
- (d) The consultation provided for in Annex 5B shall be undertaken by the represented State.

## 3. **Visa applications lodged by non-residents**

When an application is lodged with a State which is not the applicant's State of residence and there is doubt over the person's intentions (in particular where there is evidence pointing to illegal immigration), the visa shall only be issued after consultation with the diplomatic mission or consular post of the applicant's State of residence and/or its central authority.

## 4. **Authorisation to issue uniform visas**

Only the diplomatic mission or consular posts of the Contracting Parties shall be entitled to issue uniform visas, with the exception of the cases listed in Annex 6.

## III. INITIATION OF THE APPLICATION PROCEDURE

1. **Visa application forms — number of application forms**

Aliens shall also be required to fill in the uniform visa form. Applications for a uniform visa must be made using the harmonised form of which a specimen is given in Annex 16.

At least one copy of the application form must be filled in so that it may be used during consultation with the central authorities. The Contracting Parties may, insofar as national administrative procedures so require, request several copies of the application.

2. **Documents to be enclosed**

Aliens shall enclose the following documents with the application:

- (a) a valid travel document on which a visa may be affixed (see Annex 11);
- (b) where necessary, documents supporting the purpose and the conditions of the planned visit,

If the information supplied is sufficient to enable the diplomatic mission or consular post to ascertain that the applicant is acting in good faith, the staff responsible for issuing the visas may exempt the applicant from submitting the abovementioned supporting documents.

3. **Guarantees of means of return and means of subsistence**

Aliens shall be able to offer the diplomatic mission or consular post with whom they lodge their application, a guarantee that they have adequate means for their subsistence and their return.

4. **Personal interviews with applicants**

As a general rule, the applicant shall be called on to appear in person in order to verbally justify the grounds for the application, especially where there are doubts over the actual purpose behind the visit or that person's return to the country of departure.

This requirement may be waived in cases where the applicant is well-known or where the distance from the diplomatic mission or consular post is too great, provided that there is no doubt as to the good faith of the applicant and where in the case of large groups, a reputable and trustworthy body is able to vouch for the good faith of those persons concerned.

Part VIII(5) contains more detailed rules on visa applications processed by private administrative agencies, travel agencies and tour operators and their retailers <sup>(1)</sup>.

## IV. LEGAL BASIS

Uniform visas may only be issued once the entry conditions laid down in Articles 15 and 5 of the Convention have been met. These Articles read as follows:

## Article 15

*In principle, the visa referred to in Article 10 may be issued only if an alien fulfils the entry conditions laid down in Article 5(1)(a), (c), (d) and (e)..*

## Article 5

1. *For visits not exceeding three months, aliens fulfilling the following conditions may be granted entry into the territories of the Contracting Parties:*

- (a) *the possession of a valid document or documents, as defined by the Executive Committee, authorising them to cross the border;*

(b) *the possession of a valid visa if required;*

(c) *if applicable, the aliens shall produce documents substantiating the purpose and the conditions of the planned visit and shall have adequate means of support, both for the period of the planned visit and the return to their country of origin or transit to a non-member country, where their admission is guaranteed, or shall be in a position to acquire such means legally;*

(d) *the aliens shall not be persons for whom an alert has been issued for the purposes of refusing entry;*

(e) *the aliens shall not be considered to be a threat to public policy, national security or the international relations of any of the Contracting Parties.*

<sup>(1)</sup> In accordance with Council Decision 2002/585/EC of 12 July 2002 (OJ L 187, 16.7.2002, p. 44):

'this Decision shall apply from the date of its publication in the Official Journal of the European Communities.'

2. Entry into the territories of the Contracting Parties must be refused to any alien who does not fulfil all the above conditions unless a Contracting Party considers it necessary to derogate from that principle for humanitarian reasons, on grounds of national interest or because of international obligations. In such cases authorisation to enter will be restricted to the territory of the Contracting Party concerned, which must inform the other Contracting Parties accordingly.

*These rules shall not preclude the application of special provisions concerning the right to asylum or the provisions laid down in Article 18.*

Visas with limited territorial validity may be issued subject to the conditions laid down in Articles 11(2), 14(1) and 16 in connection with Article 5(2) (see part V(3)).

#### Article 11(2)

2. Paragraph 1 shall not preclude a Contracting Party from issuing a new visa, the validity of which is limited to its own territory, within the half-year in question if necessary.

#### Article 14(1)

1. No visa may be affixed to a travel document if the travel document is not valid for any of the Contracting Parties. If a travel document is only valid for one Contracting Party or for a number of Contracting Parties the visa to be affixed shall be limited to the Contracting Party or Parties in question.

#### Article 16

*If a Contracting Party considers it necessary to derogate, on one of the grounds listed in Article 5(2) from the principle laid down in Article 15, by issuing a visa to an alien who does not fulfil all the entry conditions referred to in Article 5(1), the validity of this visa shall be restricted to the territory of that Contracting Party, which must inform the other Contracting Parties accordingly.*

### V. EXAMINATION OF APPLICATIONS AND DECISIONS TAKEN

The diplomatic mission or consular post shall first check the documents submitted (1) and shall then base its decision regarding the visa application on these documents (2):

On the contrary, checks shall be reduced where the applicant is known to be a bona fide person, this information having been exchanged through consular cooperation.

#### **Basic criteria for examining applications**

The main issues to be borne in mind when examining visa applications are: the security of the Contracting Parties and the fight against illegal immigration as well as other aspects relating to international relations. Depending on the country concerned, one of these may take precedence over the other, but at no stage should any of them be forgotten.

As far as security is concerned, it is advisable to check that the necessary controls have been carried out: a search of the files containing alerts (alerts for the purposes of refusing entry) in the Schengen Information System, consultation with the central authorities of the countries subject to this procedure.

The diplomatic mission or consular post shall assume full responsibility in assessing whether there is an immigration risk. The purpose of examining applications is to detect those applicants who are seeking to immigrate to the territory of the Contracting Parties and set themselves up there, using grounds such as tourism, studies, business or family visits as a pretext. Therefore, it is necessary to be particularly vigilant when dealing with 'risk categories', in other words unemployed persons, and those with no regular income etc. If there is any doubt over the authenticity of the papers and supporting documents submitted, the diplomatic mission or consular post shall refrain from issuing the visa.

#### 1. Examination of visa applications

##### 1.1. Verification of the visa application

- the length of visit requested shall correspond with the purpose of the visit,
- the replies to the questions on the form shall be complete and coherent. The form shall include an identity photograph of the visa applicant and shall indicate, as far as possible, the main destination of the visit.

- 1.2. Verification of the applicant's identity and verification as to whether an alert has been issued on the applicant in the Schengen Information System (SIS) for the purposes of refusing entry or verification as to whether they pose any other threat (to security) which would constitute grounds for refusal to issue the visa or whether, from an immigration point of view, the applicant poses a risk in that on a previous visit he/she overstayed the authorised length of visit.

##### 1.3. Verification of the travel document

- verification as to whether the document is in order or not: it should be complete and should be neither amended, falsified or counterfeited,



- verification of the territorial validity of the travel document: it should be valid for entry into the territory of the Contracting Parties,
- verification of the period of validity of the travel document: the period of validity of the travel document should exceed that of the visa by three months (Article 13(2) of the Convention),
- nevertheless, for expedient humanitarian reasons, on grounds of national interest or because of international obligations, it shall be possible, in exceptional cases, to affix visas to travel documents whose period of validity is less than that specified in the previous paragraph (three months), provided that the period of validity exceeds that of the visa and that the guarantee of return is not in jeopardy,
- verification of the length of previous visits to the territory of the Contracting Parties.

#### 1.4. Verification of other documents depending on the application

The number and type of supporting documents required depend on the possible risk of illegal immigration and the local situation (for example whether the currency is convertible) and may vary from one country to another. As concerns assessment of the supporting documents, the diplomatic missions or consular posts of the Contracting Parties may agree on practical arrangements adapted to suit local circumstances.

The supporting documents shall cover the purpose of the journey, means of transport and return, means of subsistence and accommodation:

- supporting documents regarding the purpose of the journey shall mean, for example:
  - a letter of invitation,
  - a summons,
  - an organised trip;
- supporting documents regarding means of transport and return shall mean, for example:
  - a return ticket,
  - currency for petrol or car insurance;
- supporting documents regarding means of subsistence:

the following may be accepted as proof of means of subsistence: cash in convertible currency, travellers cheques, cheque books for a foreign currency account, credit cards or any other means that guarantees funds in hard currency.

The level of means of subsistence shall be proportionate to the length of visit and purpose of the visit, and also the cost of living in the Schengen State or States to be visited. To this end, reference amounts shall be fixed each year for the crossing of borders by the national authorities of the Contracting Parties (see Annex 7) <sup>(1)</sup>;

- supporting documents regarding accommodation:

the following documents *inter alia* may be accepted as proof of accommodation:

- (a) hotel reservation or reservation for a similar establishment.
- (b) documents proving the existence of a lease or a property title, in the applicant's name, proving ownership of a property situated in the country to be visited.
- (c) where an alien states that he/she shall stay at a person's home or in an institution, the diplomatic missions and consular posts shall verify whether the alien will actually be accommodated there:
  - either by checking with the national authorities, where such checks are necessary,
  - or by requiring that a certificate be presented which vouches for the commitment to accommodate, in the form of a harmonised form filled in by the host/institution and stamped by the competent authority of the Contracting Party, according to the provisions laid down in its national legislation. A model of the form may be adopted by the Executive Committee,
  - or by requiring that a certificate or an official or public document be presented which vouches for the commitment to accommodate, worded and checked in accordance with the internal law of the Contracting Party concerned.

The presentation of documents relating to the commitment to accommodate referred to in the previous two paragraphs is not a new condition for

<sup>(1)</sup> These reference amounts shall be fixed according to the arrangements laid down in part I of the Common Manual on External Borders.

the issuing of visas. These documents have a practical purpose, aimed at proving that accommodation is available and, where appropriate, the existence of means of subsistence. If a Contracting Party uses this type of document, then it should in any case, specify the identity of the host and of the guest or guests, the address of the accommodation, the length and purpose of the visit, any possible family ties, and indicate whether the host is residing lawfully in the country.

After having issued the visa, the diplomatic mission or consular post shall affix its stamp and write the visa number on the document in order to avoid it being reused.

These checks are aimed at avoiding any false/fraudulent invitations or invitations from illegal or possibly illegal aliens.

Before applying for a uniform visa, applicants may be exempted from the requirement to provide supporting documents regarding accommodation if they are able to prove that they have sufficient financial means to cover their subsistence and accommodation costs in the Schengen State or States that they plan to visit.

- Other documents where necessary depending on the case in question, for example:
  - proof of place of residence and proof of ties with the country of residence,
  - parental authorisation in the case of minors,
  - proof of the social and professional status of the applicant.

Where the national laws of the Schengen States require proof of invitations from private individuals or for business trips, sponsorship declarations or proof of accommodation, a harmonised form shall be used.

#### 1.5. *Assessment of the applicant's good faith*

In order to assess the applicant's good faith, the mission or post shall check whether the applicant is recognised as a person of good faith within the framework of local consular cooperation.

Furthermore, they shall consult the information exchanged, as referred to in part VIII(3), of these Instructions.

## 2. **Decision-making procedure for visa applications**

### 2.1. *Choice of type of visa and number of entries*

A uniform visa pursuant to Article 11 may be:

- a travel visa valid for one or more entries, provided that neither the length of a continuous visit nor the total length of successive visits exceeds three months in any half-year, from the date of first entry,
- a visa valid for one year, entitling a three month visit during any half-year and several entries; this visa may be issued to persons offering the necessary guarantees and persons whom the Contracting Parties have shown a particular interest in. In exceptional cases, a visa valid for more than one year, but for a maximum of five years, may be issued to certain categories of persons for several entries,
- a transit visa authorising its holder to pass through the territories of the Contracting Parties once, twice or exceptionally several times en route to the territory of a non-member country, provided that no transit shall exceed five days and provided that the entry of the alien into the territory of the destination non-member country is guaranteed and that the route being followed normally requires transit through the territories of the Contracting Parties.

### 2.2. *The administrative responsibility of the intervening authority*

The diplomatic representative or the head of the consular section shall assume, in accordance with their national powers, full responsibility with regard to the practical arrangements for the issuing of visas by their missions or posts and shall consult each other on this matter.

The diplomatic mission or consular post shall take its decision on the basis of all the information available to it and bearing in mind the specific situation of each applicant.

### 2.3. *Procedure to be followed in cases of prior consultation with the central authorities of the other Contracting Parties*

The Contracting Parties have decided to set up a system for the purpose of carrying out consultation with the central authorities.

The following measures may be applied temporarily should the consultation technical system break down and in accordance with needs:

- limit the number of cases of consultation to those where consultation is deemed essential,

- use the local network of embassies and consulates of the Contracting Parties concerned in order to channel consultation,
- use the network of embassies of the Contracting Parties located (a) in the country carrying out the consultation, (b) in the country which is to be consulted,
- use of conventional means of communication between contact points: fax, telephone, etc.,
- be more vigilant for the benefit of the common interest.

In cases where the applicants come under the categories listed in Annex 5B subject to consultation with a central authority, of the Ministry of Foreign Affairs or of another body, (Article 17(2) of the Convention), uniform visas and long-stay visas valid concurrently as short-stay visas shall be issued according to the procedure outlined below.

The diplomatic mission or consular post with whom an application is lodged by a person from one of these categories shall, in the first instance, check, by carrying out a search in the Schengen Information System, whether an alert has been issued on the applicant for the purposes of refusing entry.

It shall then follow the procedure outlined below.

(a) Procedure

The procedure under b shall not apply when the visa applicant has been issued an alert in the Schengen Information System for the purposes of refusing entry;

(b) Sending applications to the national central authority

The diplomatic mission or consular post with whom an application is lodged by a person from one of the categories subject to consultation shall send this application immediately to the central authority in its country.

- If the central authority decides to refuse an application for which the Contracting Party applied to is responsible, it is not necessary to begin or to continue a consultation procedure with the central authorities of the Contracting Parties which requested to be consulted.
- In the case of an application examined by the representative of the State responsible, the central authority of the Contracting Party with whom the application is lodged shall send it to the central authority of the State responsible. If the central authority of the State being represented, or the central authority of the representing State, where so provided in the

representation agreement, decides to turn down the visa application, it is not necessary to begin or to continue a consultation procedure with the central authorities of the Contracting Parties which requested to be consulted.

(c) Information sent to the central authority

As part of consultation with the central authorities, the diplomatic missions or consular posts with whom an application is lodged shall send the following information to their central authority:

1. diplomatic mission or consular post with whom the application was lodged;
2. surname and first names, date and place of birth and, where known, the names of the applicant's parents;
3. nationality of the applicant(s) and, where known, any previous nationalities;
4. type and number of travel document(s) submitted, their date of issue and date of expiry;
5. length and purpose of planned visit;
6. planned dates of travel;
7. residence, profession, employer of the visa applicant;
8. references from the Member States, in particular, any previous applications or visits to the Signatory States;
9. border which the applicant plans to cross in order to enter Schengen territory;
10. any other names (maiden name, or where applicable, married name, in order to complete the identification in accordance with the requirements under the national law of the Contracting Parties and the national law of the State where the applicant is a citizen);
11. any other information deemed necessary by the diplomatic missions or consular posts, concerning for example the spouse or children accompanying the person concerned, any visas previously issued to the applicant and visa applications for the same destination.

This information shall be taken from the visa application form, in the order in which it appears on the aforementioned form.

The above headings shall act as the basis of the information to be sent in consultation between central authorities. The Contracting Party carrying out the consultation shall as a rule be responsible for the way it sends the information, in the understanding that the date and time of transmission and its receipt by the recipient central authorities should be clearly marked.

(d) Sending applications between central authorities

The central authority of the Contracting Party whose mission or post has received an application shall consult, in turn, the central authority or authorities of the Contracting Party or Parties who have asked to be consulted. To this end, the authorities designated by the Contracting Parties shall be considered as central authorities.

After having carried out the necessary checks, these authorities shall send their overall assessment of the visa application to the central authority which consulted them.

(e) Reply time: extension

The maximum deadline which the consulted central authorities have for sending a reply to the central authority which asked for the consultation shall be seven days. The initial reply time is taken from the time at which the application is sent by the central authority which has to carry out the consultation.

If, during the course of the seven days, one of the consulted central authorities asks for the deadline to be extended, this may be increased by seven days.

In exceptional cases, the consulted central authority may submit a justified request for an extension of more than seven days.

The authorities being consulted shall ensure that in cases of urgency, the reply is sent back as quickly as possible.

Where no reply is received by the initial deadline or, where applicable, by the extended deadline it shall be the equivalent of an authorisation and shall mean that there are, as far as the Contracting Party or Parties consulted are concerned, no grounds for objecting to the issue of a visa.

(f) Decision based on the outcome of the consultation

Once the initial or extended deadline has expired, the central authority of the Contracting Party with whom the application is lodged may authorise the diplomatic mission or consular post to issue the uniform visa.

Where there is no clear decision on the part of the central authority, the diplomatic mission or consular post with whom the application is lodged may issue the visa after a period of 14 days, from the time at which the application was sent by the central authority carrying out the consultation. It is up to each central authority to inform its missions and posts at the start of each consultation period.

In cases where the central authority receives a request for an exceptional extension to the deadline, it shall inform the mission or post with whom the application is lodged thereof: it shall not decide on the application before having received clear instructions from its central authority.

(g) Transmission of specific documents

In exceptional cases, the embassy where the visa application is lodged may, at the request of the consular mission of the consulted State, transmit pursuant to Article 17 of the Schengen Convention the visa application form (with a space for a photograph).

This procedure shall only apply in places where there are diplomatic or consular missions of both the consulting State and consulted State and only in respect of the nationalities listed in Annex 5B.

In no circumstances may the reply to the consultation or the request to extend the time limit for consultation be undertaken locally, with the exception of consultation at local level in accordance with the current provisions of Annex 5B of the Common Consular Instructions on Visas. In principle, the consultation network shall be used for exchanges between the central authorities.

2.4. *Refusal to examine an application, to issue a visa*

The procedure and the possible channels of appeal in cases where the diplomatic mission or consular post of a Contracting Party refuses to examine an application or issue a visa, are governed by the law of that Contracting Party.

If a visa is refused and national law provides for the grounds for such a refusal to be given, this must be done on the basis of the following text:

'Your request for a visa has been refused pursuant to Article 15 in conjunction with Article 5 of the Convention implementing the Schengen Agreement of 19 June 1990 because you do not satisfy the conditions under Article 5(1) (a), (c), (d), (e), (indicate relevant condition(s)) of the said Convention, which stipulates ... (quote relevant condition(s)).'

If necessary, the above grounds may be supplemented with more detailed information or contain other information in accordance with the requirements in this area laid down in the national law of the Schengen States.

When a diplomatic or consular mission which is representing another Schengen State is forced to discontinue its examination of a visa application, the applicant should be notified thereof and informed that he/she may go to the nearest diplomatic or consular mission of the State competent to examine the visa application.

### 3. Visas with limited territorial validity

A visa whose validity is limited to the national territory of one or several Contracting Parties may be issued:

1. in cases where a diplomatic mission or consular post considers it necessary to derogate from the principle laid down in Article 15 of the Convention (Article 16) on one of the grounds listed in Article 5(2) (for humanitarian reasons, on grounds of national interest or because of international obligations);
2. in cases provided for in Article 14 of the Convention, according to which:

*'1. No visa may be affixed to a travel document if that travel document is not valid for any of the Contracting Parties. If a travel document is only valid for one Contracting Party or for a number of Contracting Parties the visa to be affixed shall be limited to the Contracting Party or Parties in question.'*

*2. If a travel document is not recognised as valid by one or more of the Contracting Parties an authorisation may be issued in place of a visa.'*

3. in cases where, due to extreme urgency, (for humanitarian reasons, on grounds of national interest or because of international obligations), a mission or post does not consult the central authorities or where this procedure gives rise to protest;

4. in cases where a mission or post issues, as an absolute necessity, a new visa for a visit to be carried out during the same half-year to an applicant who, over a six-month period, has already used a visa with a validity of three months.

The validity is limited to the territory of one Contracting Party, the Benelux or two Benelux States for scenarios 1, 3 and 4 above, and to the territory of one or several Contracting Parties, the Benelux or two Benelux States for scenario 2.

The missions or posts of the other Contracting Parties shall be informed of cases where these visas are issued.

## VI. HOW TO FILL IN VISA-STICKERS

Annexes 8 and 13 contain the following: 8 — a description of the sticker's security features; 13 — examples of specimen visa-stickers that have already been filled in.

### 1. Common entries section (Section 8)

#### 1.1. 'VALID FOR' heading:

This heading indicates the territory in which the visa holder is entitled to travel.

This heading may only be completed in one of the following four ways:

- (a) Schengen States;
- (b) Schengen State or Schengen States to whose territory the validity of the visa is limited (in this

case the following abbreviations are used: F for France, D for Germany, E for Spain, GR for Greece, P for Portugal, I for Italy, L for Luxembourg, NL for the Netherlands, B for Belgium);

- (c) Benelux;

- (d) Schengen State (using the abbreviations in (b)) which issued the national long-stay visa and Schengen States;

- when the sticker is used to issue the uniform visa pursuant to Articles 10 and 11 of the Convention, or to issue a visa whose validity is not limited to the territory of the Contracting Party which issued the visa, the heading 'valid for' is filled in using the

words 'Schengen States', in the language of the Contracting Party which issued the visa,

- when the sticker is used to issue visas which restrict entry, stay and exit to just one territory, this heading shall be filled in, in the national language, with the name of the Contracting Party to which the visa holder's entry, stay and exit are limited,
- when the sticker is used to issue a national long-stay visa valid concurrently as a uniform short-stay visa for a maximum period of three months from its initial date of validity, this heading is to be filled in with the Member State which issued the national long-stay visa, followed by 'Schengen States',
- pursuant to Article 14 of the Convention, limited territorial validity may cover the territory of several Member States; in that case, according to the Member State codes to be entered under this heading, the following options are available:
  - (a) entry of the codes for the Member States concerned;
  - (b) entry of the words 'Schengen States' in the language of the issuing Member State followed in brackets by the minus sign and the codes of the Member States for the territories of which the visa is not valid;
- limited territorial validity may not apply to just part of the territory of a Contracting Party.

#### 1.2. 'FROM... TO' heading:

This heading shows the period during which the holder may carry out the visit authorised by the visa.

The date from which the visa holder may enter the territory for which the visa is valid, is written as below, following the word 'FROM':

- the day is written using two figures, the first of which is a zero if the day in question is a single figure,
- horizontal dash,
- the month is written using two figures, the first of which is a zero if the month in question is a single figure,

— horizontal dash,

— the year is written using two figures, which correspond with the last two figures of the year,

— For example: 15-04-94 = 15 April 1994.

The last date on which the visa holder may carry out the visit authorised by the visa is written following the word 'TO'. The visa holder must have left the territory for which the visa is valid by midnight on this date.

This date is written in the same way as the first date above.

#### 1.3. 'NUMBER OF ENTRIES' heading:

This heading shows the number of times the visa holder may enter the territory for which the visa is valid; in other words, this shall mean the number of periods of stay which may be divided over the entire period of validity, see 1.4.

The number of entries may be one, two or more. This number is written to the right-hand side of the pre-printed part, using '01', '02' or the abbreviation 'MULT', where the visa authorises more than two entries.

For a transit visa, only one or two entries may be authorised ('01' or '02' shall be written). More than two entries ('MULT') shall only be authorised in exceptional cases.

The visa shall expire when the total number of exits made by the holder equals the number of authorised entries, even if the holder has not used up the number of days authorised by the visa.

#### 1.4. 'DURATION OF VISIT ... DAYS' heading

This heading indicates the number of days during which the holder may stay in the territory for which the visa is valid <sup>(1)</sup>. This visit may be a continuous one or divided up, depending on the number of days authorised, over several periods between the dates mentioned under 1.2, bearing in mind the number of entries authorised under 1.3.

The number of days authorised is written in the blank space between 'DURATION OF VISIT' and 'DAYS', in

<sup>(1)</sup> In the case of transit visas, the length of transit shall not exceed 5 days.

the form of two figures, the first of which is a zero if the number of days is less than 10.

The maximum number of days that can be included under this heading is 90 per any half-year.

#### 1.5. 'ISSUED IN ... ON ...' heading

This heading shows, in the language of the Contracting Party issuing the visa, the name of the town in which the diplomatic mission or consular post which is issuing the visa is found, this name is written between 'IN' and 'ON'. The date of issue is indicated after 'ON'.

The date of issue is written in the same way as the date referred to in 1.2.

The authority which issued the visa may be identified by way of the entry which appears in the stamp affixed to section 4.

#### 1.6. 'PASSPORT NUMBER' heading:

This heading indicates the number of the passport to which the visa-sticker is affixed. This number shall be followed by reference to any children and to the spouse if these appear in the passport, who are accompanying the holder (a letter 'X' for children preceded by the number thereof (for example 3X = three children) and a letter 'Y' for the spouse).

Where, because the holder's travel document is not recognised, the uniform format for forms is used for the visa, the issuing diplomatic mission or consular post may opt to use the same form to extend the validity of the visa to the holder's spouse and to accompanying minors dependent on the holder of the form who accompany the holder or to issue separate forms for the holder, his spouse and each person dependent on him, affixing the corresponding visa on each form separately <sup>(1)</sup>.

The passport number is the series number which is pre-printed or perforated on all or almost all of the pages of the passport.

The number to be entered under this heading, in the case of a visa to be affixed to the uniform format form, is not the passport number but the same typographical number as appears on the form, made up of six digits,

which may be accompanied by the letter or letters assigned to the Member State or group of Member States which issued the visa <sup>(1)</sup>.

#### 1.7. 'TYPE OF VISA' heading:

In order to facilitate matters for the control authorities, this heading specifies the type of visa using the letters A, B, C and D as follows:

A airport transit visa

B transit visa

C short-term visa

D long-term national visa

D and C national long-stay visa valid concurrently as a short-stay visa

For visas with limited territorial validity and group visas the letters A, B or C shall be used depending on the case in question.

#### 1.8. 'NAME AND FORENAME' heading:

The first word in the 'name' box followed by the first word in the 'first name' box of the visa holder's passport or travel document shall be written in that order. The diplomatic mission or consular post shall verify that the name and first name which appear in the passport or travel document and which are to be entered under this heading and in the section to be electronically scanned are the same as those appearing in the visa application <sup>(1)</sup>.

### 2. National entries section COMMENTS (Section 9)

Contrary to section 8 (joint and obligatory entries), this section is reserved for any comments relating to national provisions. Although the Contracting Parties shall be free to include any comments which they

<sup>(1)</sup> In accordance with Council Decision 2002/586/CE of 12 July 2002 (OJ L 187, 16.7.2002, p. 48):

'this Decision shall apply from the date of its publication in the Official Journal of the European Communities.'

deem relevant, they shall be obliged to inform their partners thereof in order that these comments may be interpreted (see Annex 9).

### 3. **Section for the photograph** <sup>(1)</sup>

The visa-holder's photograph, in colour, shall be integrated in the space reserved for that purpose as shown in Annex 8. The following rules shall be observed with respect to the photograph to be integrated into the visa sticker.

The size of the head from chin to crown shall be between 70 % and 80 % of the vertical dimension of the surface of the photograph. The minimum resolution requirements shall be:

- 300 pixels per inch (ppi), uncompressed, for scanning,
- 720 dots per inch (dpi) for colour printing of photos.

In the absence of a photograph, it shall be obligatory to enter the words 'valid without photograph' in this section in two or three languages (the language of the Member State issuing the visa, English and French). These words shall in principle be entered using a printer and, exceptionally, a specific stamp, in which case the stamp shall also cover part of the roto gravure section whose left or right-hand side delimits the space for integrating the photograph.

### 4. **Section to be electronically scanned (Section 5)**

Both the format of the visa-sticker and that of the electronically scanned section have been decided by the ICAO on the basis of a proposal put forward by the Schengen States. This section is made up of two lines of 36 characters (OCR B-10 cpi). Annex 10 explains how this section is to be filled in.

### 5. **Other aspects relating to the issue of visas**

#### 5.1. *Signing visas*

In cases where the law or practice of a Contracting Party requires a hand-written signature, the sticker affixed to the page of the passport shall be signed by the official responsible in this regard.

The signature is placed at the right-hand side of the heading 'COMMENTS'; part of the signature should extend onto the page of the passport or the travel document, but it must not cover the section to be electronically scanned.

#### 5.2. *Invalidating completed visa stickers:*

No changes shall be made to the visa-sticker. If there is a mistake made when the visa is issued then the sticker shall be invalidated;

- if the mistake is detected on a sticker which has not yet been affixed to the passport, the sticker shall be destroyed or cut diagonally in half,
- if the mistake is detected after the sticker has been affixed to the passport, the sticker shall have a red cross drawn on it and a new sticker shall be affixed.

#### 5.3. *Affixing visa stickers to passports:*

The sticker shall be filled in before being affixed to the passport. The stamp and the signature shall be placed on the sticker once it has been affixed to the passport or travel document.

Once the visa-sticker has been correctly filled in, it shall be affixed to the first page of the passport that is free from any other entries or stamps, other than the identification stamp of the application. Passports which do not have space free for affixing the sticker, passports which have expired and passports which do not authorise exit from the territory before the visa expires, or the alien's return to his/her country of origin or entry into a third country (see Article 13 of the Convention), shall be refused.

#### 5.4. *Passports and travel documents to which uniform visas may be affixed*

The criteria for deciding which travel documents may bear a visa, in accordance with the provision of Article 17(3)(a) of the Convention, are listed in Annex 11.

In accordance with Article 14, no visa may be affixed to a travel document if that travel document is not valid for any of the Contracting Parties. If a travel document is only valid for one Contracting Party or for a number of Contracting Parties the visa to be affixed shall be limited to the Contracting Party or Parties in question.

If the travel document is not recognised as valid by one or more Member States, the visa shall have only limited territorial validity. The diplomatic mission or consular post of a Member State must use the uniform format form to affix a visa issued to holders of a travel

<sup>(1)</sup> In accordance with Council Decision 2002/586/CE of 12 July 2002 (OJ L 187, 16.7.2002, p. 48):

'this Decision shall apply from the date of its publication in the *Official Journal of the European Communities*.'



document not recognised by the Member State that issues the form. Such a visa shall have only limited territorial validity <sup>(1)</sup>.

#### 5.5. *Stamp of the issuing diplomatic mission or consular post*

The stamp of the diplomatic mission or consular post issuing the visa shall be affixed in the 'COMMENTS' section, with special care to ensure that it does not prevent data from being read, and shall extend beyond the sticker on to the page of the passport or travel document. Only in cases where it is necessary to

dispense with the completion of the section to be electronically scanned may the stamp be placed on this section to render it unusable. The size and content of the stamp and the ink to be used shall be determined by the national provisions of the Member State.

To prevent reuse of a visa sticker affixed to a uniform format form, the seal of the issuing consular office shall be stamped to the right, straddling the sticker and the form, in such a way as neither to impede reading of the headings and completion data nor to enter the electronic scanning area if completed <sup>(2)</sup>.

## VII. ADMINISTRATIVE MANAGEMENT AND ORGANISATION

### 1. **Organisation of visa sections**

Each Contracting Party shall be responsible for organising its visa sections.

The heads of the missions or posts shall ensure that the section responsible for issuing visas is organised in such a way as to avoid any type of negligent behaviour which could facilitate theft and falsifications.

— The staff responsible for issuing visas shall in no way be exposed to local pressure.

— In order to avoid 'habits' being formed which could lead to a decline in the level of vigilance, the officers responsible shall be rotated on a regular basis.

— The storage and use of visa-stickers shall be the subject of security measures similar to those applied to other documents which require protection.

### 2. **Filing**

Each Contracting Party shall be responsible for filing visa applications, and photographs of applicants in cases where visas are subject to central consultation.

Visa applications shall be kept for at least one year where the visa has been issued and at least five years where the visa has been refused.

In order to make it easier to locate an application, the file and archive references shall be mentioned during consultation and in replies to consultation.

### 3. **Visa registers**

Each Contracting Party shall register visas which have been issued in accordance with national practice. Visa-stickers shall be registered as such.

### 4. **Fees to be charged corresponding to the administrative costs of processing visa applications <sup>(3)</sup>**

The fees to be charged corresponding to the administrative costs of processing the visa application are listed in Annex 12.

However, no fees are to be charged for administrative costs for visa applications by nationals of third countries who are members of the family of a European Union citizen or of a national of a State party to the EEA Agreement, exercising their right to free movement.

<sup>(2)</sup> In accordance with Council Decision 2002/586/CE of 12 July 2002 (OJ L 187, 16.7.2002, p. 48): 'this Decision shall apply from the date of its publication in the *Official Journal of the European Communities*.'

<sup>(3)</sup> In accordance with Council Decision 2002/44/EC of 20 December 2002 (OJ L 20, 23.1.2002, p. 5):

1. this Decision shall apply as from 1 July 2004 at the latest;
2. Member States may apply this Decision before 1 July 2004, provided that they notify the General Secretariat of the Council of the date from which they are in a position to do so;
3. if all the Member States apply this Decision before 1 July 2004, the General Secretariat of the Council shall publish in the *Official Journal of the European Communities* the date from which the last Member State applied the Decision.'

<sup>(1)</sup> In accordance with Council Decision 2002/586/CE of 12 July 2002 (OJ L 187, 16.7.2002, p. 48):

'this Decision shall apply from the date of its publication in the *Official Journal of the European Communities*.'

## VIII. CONSULAR COOPERATION AT A LOCAL LEVEL

1. **Outline of consular cooperation at a local level**

On the spot consular cooperation shall, generally speaking, focus on assessing immigration risks. It shall mainly be aimed at determining common criteria for examining files, exchanging information on the use of false documents, on possible illegal immigration routes and on refusing visas where applications are clearly ill-founded or fraudulent. It should also enable the exchange of information on bona fide applicants and on the joint development of information for the general public on the conditions governing Schengen visa applications.

Consular cooperation shall also take account of the local administrative situation and social and economic structure.

The missions and posts shall organise meetings on a regular basis depending on circumstances and as often as they deem suitable: they shall submit reports on these meetings to the central authorities. At the request of the Presidency they shall submit a general half-yearly report.

2. **How to avoid multiple applications or applications which are lodged after a recent refusal to issue**

The exchange of information between missions and posts and the identification of applications by means of a stamp or by other means are aimed at preventing the presentation, by the same person, of multiple or successive visa applications, either whilst an application is being examined, or after an application had been refused, by the same mission or post or by a different mission or post.

Without prejudice to the consultation which may take place between the missions and posts and the exchanges of information which they may carry out, the mission or post with whom an application is lodged, shall affix a stamp to each applicant's passport stipulating 'Visa applied for on ... at ...'. The space following 'on' shall be filled in with six figures (two figures for the day, two for the month and two for the year): the second space shall be reserved for the diplomatic mission or consular post concerned. The code for the visa that has been applied for must be added.

The mission or post which receives the application shall decide whether or not to affix a stamp to diplomatic and service passports.

The stamp may also be affixed in the case of applications for long-stay visas.

When a Schengen State is representing another Schengen State, the stamp shall show, after the code of the type of visa requested, the indication 'R' followed by the code of the represented State.

Where the visa is issued, the sticker shall, as far as possible, be affixed on top of the identification stamp.

In exceptional circumstances when it is manifestly unfeasible to affix a stamp, the mission or post of the Presidency in office shall inform the relevant Schengen group and submit for the group's approval an alternative proposal, for instance involving the exchange of photocopies of passports or lists of rejected visa applications giving grounds for the refusal.

The heads of the diplomatic missions or posts shall adopt at a local level, and at the initiative of the Presidency, alternative or additional preventative measures, where such measures prove necessary.

3. **Assessment of the applicant's good faith**

In order to facilitate the assessment of the applicant's good faith, the diplomatic missions or consular posts may, in accordance with national legislation, carry out an exchange of information on the basis of arrangements concluded at a local level as part of their cooperation, and pursuant to point 1 of this chapter.

Information on the following may be exchanged from time to time: persons whose applications have been refused due to the fact that stolen, lost or falsified documents have been used, or that the date of exit on the previous visa was not respected or that there is a risk to security and in particular there is reason to believe that an attempt is being made to illegally immigrate to the territory of the Contracting Parties.

The information which is jointly exchanged and produced shall serve as a working instrument for assessing visa applications. It shall not, however, replace the actual examination of the visa application nor the search in the Schengen Information System, nor consultation with the requesting central authorities.

4. **Exchange of statistics**

4.1 Statistics on short-stay visas, transit visas and airport transit visas that have been issued and on applications for such visas that have been formally rejected shall be exchanged every three months.

4.2 Notwithstanding the obligations laid down in Article 16 of the Schengen Convention, which are clearly formulated in Annex 14 to the Common Consular Instructions and which require the Schengen States to forward within 72 hours details concerning the issue of visas with limited territorial validity, the diplomatic missions and consular representations of the Schengen

States shall be instructed to exchange their statistics on visas with limited territorial validity issued the previous month and transmit them to their respective central authorities.

**5. Visa applications processed by private administrative agencies, travel agencies and package tour operators <sup>(1)</sup>**

The basic rule for visa applications is that there should be the possibility of a personal interview. However, this may be dispensed insofar as, where there is no reasonable doubt as to the good faith of the applicant, the purpose of the journey or the applicant's actual intention of returning to the country of origin, a reputable and solvent entity, organising trips for groups, supplies the diplomatic mission or consular post with the necessary documentation and vouches, with reasonable reliability, for the applicant's good faith, the purpose of the journey and the applicant's actual intention of returning (see part III(4)).

It is both common and useful, particularly in countries with a large surface area, for private administrative agencies, travel agencies, and tour operators and their retailers to act as authorised intermediaries of the applicant. These commercial intermediaries are not uniform in nature as they do not enter into the same degree of commitment in relation to clients entrusting them with the processing of a visa; so that, the degree of solvency and reliability expected of them will, in principle, be directly proportional to their degree of involvement in the overall planning of the journey, accommodation, medical and travel insurance, and their responsibility for the client's return to the country of origin.

**5.1. Types of intermediary**

- (a) The simplest type of intermediary are private administrative agencies, where the assistance given to the client involves only the supply of identity and other supporting documents on the client's behalf.
- (b) A second type of commercial entity is that of transport agencies or local travel agencies, in some cases linked to air carriers, whether or not these are flag carriers, involved in scheduled or charter passenger transport. Their assistance to the client includes the supply of supporting documents as well as, where appropriate, ticket sales and hotel reservations.

- (c) A third type of intermediary is constituted by tour organisers or operators, being natural or legal persons organising package tours on a non-occasional basis (preparation of travel documentation, transport, accommodation, other tourist services not ancillary to these elements, medical and travel insurance, internal transfers, etc.) which sell such package tours, or offer them for sale directly or via a retailer or travel agency contractually linked to the tour operator.

For the tour operator and the agency retailing the package trip, the visa applicant is no more than the consumer of the arranged trip, with the offer to process the visa application being part of the arrangement. This third, complex type of intermediary service comprises several phases and facets which can be subject to objective monitoring: business documentation, management, the actual completion and destination of the trip, accommodation and scheduled group entries and exits.

**5.2. Harmonisation of cooperation with private administrative agencies, travel agencies, tour operators and their retailers**

- (a) All diplomatic missions and consular posts located in the same city should endeavour to achieve harmonised application at local level of the guidelines set out below based on the type of intermediary role performed by the agencies concerned. Although it is for each diplomatic mission or consular post to decide whether or not to work with agencies, they must retain the option of withdrawing accreditation at any time if experience and the interests of a common visa policy so dictate. If a diplomatic mission or consular post decides to work with an agency, it must adhere to the working practices and procedures set out in this section.
  - The consular posts of the Member States must be particularly vigilant and will cooperate closely in the evaluation and exceptional accreditation of private administrative agencies. The processing of their visa applications will be subject to meticulous examination, with checks being conducted in every case on the supporting documents of the visa holder and on those relating to the licence and entry in the commercial register of the private agency.

<sup>(1)</sup> In accordance with Council Decision 2002/585/EC of 12 July 2002 (OJ L 187, 16.7.2002, p. 44):

'this Decision shall apply from the date of its publication in the Official Journal of the European Communities.'

— For the evaluation of visa applications lodged by transport agencies or local travel agencies, particular attention must be paid to the

circumstances of the applicant and the case-by-case verification of the supporting documents. The consular posts must cooperate closely, reinforcing their respective mechanisms for detecting irregularities in the agencies and in the carriers themselves, and, in support of those mechanisms, irregularities committed by agencies must be notified at the level of local and regional consular cooperation.

- The criteria governing the accreditation of travel agencies (tour operators and retailers) will, *inter alia*, take into account: the current licence, the commercial register, the company statutes, contracts with the banks which they use, up-to-date contracts with Community recipients of tourism services, which must include all the elements of the package trip (accommodation and tour package services), contracts with airlines, which must include outward and guaranteed, fixed return journeys, as well as the required medical and travel insurance. Visa applications lodged by these travel agencies must be carefully scrutinised.
- (b) In the context of local consular cooperation, diplomatic missions and consular posts will also endeavour to harmonise working practices and procedures as well as the criteria for monitoring the proper functioning of private administrative agencies, travel agencies and tour organisers (tour operators and retailers). Such monitoring must at least comprise checks at any time on accreditation

documentation, spot checks involving personal or telephone interviews with applicants, verification of trips and accommodation, and, wherever possible, verification of the documents relating to group return.

- (c) There must be an intensive exchange of relevant information on the operation of private administrative agencies, travel agencies and tour organisers (tour operators and retailers): notification of irregularities detected, regular exchanges concerning refused visas, communication of detected forms of travel document fraud and failure to effect scheduled trips. Cooperation with private administrative agencies, travel agencies and tour organisers (tour operators and retailers) must be discussed at the regular meetings organised within the framework of common consular cooperation.
- (d) At the level of local consular cooperation, lists must be exchanged of private administrative agencies, travel agencies and tour organisers (tour operators and retailers) to which accreditation has been given by each diplomatic mission or consular post or from which accreditation has been withdrawn, together with the reasons for any such withdrawal.
- (e) Private administrative agencies, travel agencies and tour organisers (tour operators and retailers) must submit to the diplomatic missions and consular posts to which they are accredited the names of one or two staff authorised as intermediaries to lodge visa applications.

## ANNEX 1

- I. Joint list of non-member countries whose citizens are required to have a visa by Member States bound by Regulation (EC) No 539/2001.
- II. Joint list of non-member countries whose citizens are exempt from the visa requirement by Member States bound by Regulation (EC) No 539/2001.

- I. *Joint list of non-member countries whose citizens are required to have a visa by Member States bound by Regulation (EC) No 539/2001.*

## 1. States

AFGHANISTAN	EQUATORIAL GUINEA
ALBANIA	ERITREA
ALGERIA	ETHIOPIA
ANGOLA	FIJI
ANTIGUA AND BARBUDA	FEDERAL REPUBLIC OF YUGOSLAVIA (SERBIA AND MONTENEGRO)
ARMENIA	FORMER YUGOSLAV REPUBLIC OF MACEDONIA
AZERBAIJAN	GABON
BAHAMAS	GAMBIA
BAHRAIN	GEORGIA
BANGLADESH	GHANA
BARBADOS	GRENADA
BELARUS	GUINEA
BELIZE	GUINEA-BISSAU
BENIN	GUYANA
BHUTAN	HAITI
BOSNIA-HERZEGOVINA	INDIA
BOTSWANA	INDONESIA
BURKINA FASO	IRAN
BURMA/MYANMAR	IRAQ
BURUNDI	JAMAICA
CAMBODIA	JORDAN
CAMEROON	KAZAKHSTAN
CAPE VERDE	KENYA
CENTRAL AFRICAN REPUBLIC	KIRIBATI
CHAD	KUWAIT
CHINA	KYRGYZSTAN
COLOMBIA	LAOS
COMOROS	LEBANON
CONGO	LESOTHO
COTE D'IVOIRE	LIBERIA
CUBA	LIBYA
DEMOCRATIC REPUBLIC OF THE CONGO	MADAGASCAR
DJIBOUTI	MALAWI
DOMINICA	MALDIVES
DOMINICAN REPUBLIC	MALI
EGYPT	MARSHALL ISLANDS

MAURITANIA	SOMALIA
MAURITIUS	SOUTH AFRICA
MICRONESIA	SRI LANKA
MOLDAVIA	ST KITTS AND NEVIS
MONGOLIA	ST LUCIA
MOROCCO	ST VINCENT AND THE GRENADINES
MOZAMBIQUE	SUDAN
NAMIBIA	SURINAME
NAURU	SWAZILAND
NEPAL	SYRIA
NIGER	TADJIKISTAN
NIGERIA	TANZANIA
NORTH KOREA	THAILAND
NORTHERN MARIANAS (ISLANDS)	TOGO
OMAN	TONGA
PAKISTAN	TRINIDAD AND TOBAGO
PALAU	TUNISIA
PAPUA NEW GUINEA	TURKEY
PERU	TURKMENISTAN
PHILIPPINES	TUVALU
QATAR	UGANDA
RUSSIA	UKRAINE
RWANDA	UNITED ARAB EMIRATES
SAMOA (WESTERN)	UZBEKISTAN
SAO TOME AND PRINCIPE	VANUATU
SAUDI ARABIA	VIETNAM
SENEGAL	YEMEN
SEYCHELLES	ZAMBIA
SIERRA LEONE	ZIMBABWE
SOLOMON ISLANDS	

2. Entities and territorial authorities not recognised as States by at least one Member State

EAST TIMOR  
PALESTINIAN AUTHORITY  
TAIWAN

II. *Joint list of non-member countries whose citizens are exempt from the visa requirement by Member States bound by Regulation (EC) No 539/2001.*

1. States

ANDORRA	BRUNEI
ARGENTINA	BULGARIA
AUSTRALIA	CANADA
BOLIVIA	CHILE
BRAZIL	COSTA RICA

CROATIA	NICARAGUA
CYPRUS	PANAMA
CZECH REPUBLIC	PARAGUAY
ECUADOR	POLAND
ESTONIA	ROMANIA
GUATEMALA	SALVADOR
HONDURAS	SAN MARINO
HUNGARY	SINGAPORE
ISRAEL	SLOVAKIA
JAPAN	SLOVENIA
LATVIA	SOUTH KOREA
LITHUANIA	SWITZERLAND
MALAYSIA	UNITED STATES
MALTA	URUGUAY
MEXICO	VATICAN CITY STATE
MONACO	VENEZUELA
NEW ZEALAND	

2. Special administrative regions of the People's Republic of China

HONG KONG S.A.R. <sup>(1)</sup>

MACAU S.A.R. <sup>(2)</sup>

<sup>(1)</sup> The visa exemption applies only to holders of a 'Hong Kong Special Administrative Region' passport.

<sup>(2)</sup> The visa exemption applies only to holders of a 'Região Administrativa Especial de Macau' passport.

## ANNEX 2

**Regulations governing the movement of holders of diplomatic, official duty and service passports, and holders of laissez-passers which certain International Intergovernmental Organisations issue to their officials.***I. Regulations governing movements at external borders*

1. Movements of holders of diplomatic, official duty, and service passports are not governed by the common list of visa requirements. The Contracting States undertake, however, to keep their partners informed in advance of any changes that they intend to make to the regulations governing the movements of holders of the abovementioned passports and to take into account the interests of their partners.
2. Given the aim of increased flexibility in the run-up to harmonisation of the rules applied to holders of the abovementioned passports, a schedule of countries whose nationals are not subject to a visa requirement when they hold the abovementioned passports, although this visa requirement applies to ordinary passport holders of the same nationality, is annexed to the Common Consular Instructions, for information purposes. The reverse situation shall also be compiled in a schedule, should this be necessary. The Executive Committee shall assume responsibility for updating these lists.
3. The regulations governing movements mentioned in this document shall not apply to holders of ordinary passports carrying out public affairs nor holders of service, official or special passports, etc. where issue by non-member countries is not in line with the international practice applied by the Schengen States. Accordingly, the Executive Committee, acting on a proposal from a Group of Experts, could draw up a list of passports other than ordinary passports, to holders of which the Schengen States do not plan to accord preferential treatment.
4. Pursuant to the provisions of Article 18 of the Implementing Convention, persons to whom a visa is issued so that they may reach the territory of the Schengen State for the purposes of their accreditation may, at least, pass through the other States on their way to the State which issued the visa.
5. Persons who have already been accredited by a diplomatic or consular representation and members of their families who hold an identity card issued by the Ministry of Foreign Affairs may cross the external border of the Schengen area on production of the said identity card, and, where necessary, the travel document.
6. In general, the holders of diplomatic, official or service passports, even though they remain subject to a visa requirement, when this requirement exists, do not have to prove that they have sufficient means of subsistence at their disposal. However, if they are travelling in a personal capacity, they may, where necessary, be asked to produce the same supporting documents as are required from ordinary passport holders applying for visas.
7. A *note verbale* from the Ministry of Foreign Affairs or from a diplomatic mission (if the visa application is lodged in a third country) should accompany each application for a visa for a diplomatic, official duty or official passport when the applicant is on mission. Where the journey is for private purposes, a *note verbale* may also be requested.
- 8.1. The arrangement for prior consultation with the central authorities of the other Contracting States shall apply to applications for visas made by holders of diplomatic, official and service passports. Prior consultation shall not involve any State which has concluded an agreement removing the visa requirement for holders of diplomatic and/or service passports with the country whose nationals are concerned by the consultation (in the cases contained in Annex 5 to these Instructions).

Should one of the Contracting States raise objections, the Schengen State which is to decide on the application for a visa can issue a visa of limited territorial validity.
- 8.2. The Schengen States undertake not to conclude at a future date, without prior agreement with the other Member States, agreements in the area of removing visa requirements for holders of diplomatic, official or service passports with States whose nationals are subject to prior consultation for a visa to be issued by another Schengen State.
- 8.3. If it involves a visa being issued for accrediting a foreigner who is listed as not to be granted entry and the arrangement for prior consultation applies, the consultation should be carried out in accordance with the provisions of Article 25 of the implementing Convention.
9. If a Contracting State invokes the exceptions provided for under Article 5(2) of the implementing Convention, granting entry to holders of diplomatic, official or service passports will also be limited to the national territory of the State in question, which should inform the other Member States.



## II. Regulations governing movements at internal borders

In general, the arrangement under Articles 19 et seq. shall apply, except for the issue of a visa of limited territorial validity.

The holders of diplomatic, official and service passports may move within the territory of the Contracting States for three months from the date of entry (if they are not subject to the visa requirements) or for the period provided for by the visa.

Persons accredited by a diplomatic or consular representation and members of their families who hold the card issued by the Ministry for Foreign Affairs may move within the territory of the Contracting States for a maximum period of three months upon production of this card and, if required, the travel document.

## III. Regulations governing movements outlined in this document shall apply to laissez-passers issued by Intergovernmental International Organisations which all the Schengen States are members of to officials of those organisations who, pursuant to the Treaties constituting those Organisations, are exempt from registering with the Immigration Office and from holding a residence permit (see page 133 of the Common Manual).

### **Regulations governing movement of holders of diplomatic, official and service passports**

#### SCHEDULE A

Countries whose nationals are NOT subject to a visa requirement in one or more Schengen States when they are holders of diplomatic, official or service passports, but which are subject to this requirement when they are holders of ordinary passports

	BNL	DK	D	GR	E	F	I	A	P	FIN	S	ISL	N
Albania				DS			D						
Algeria							DS						
Angola									DS				
Antigua and Barbuda				DS									
Bahamas								DS					
Barbados							DS	DS					
Benin							DS						
Bosnia Herzegovina				D				D					
Botswana								DS					
Burkina Faso							DS						
Cape Verde									DS				
Chad	D		DS										
Colombia							DS						
Côte d'Ivoire	DS					DS	DS	DS					
Dominica							DS						
Dominican Republic							DS						
Egypt							DS						
Federal Republic of Yugoslavia				DS			DS						
Fiji							DS						
Former Yugoslav Republic of Macedonia			D			D	DS	D					DS
Gabon						D							

	BNL	DK	D	GR	E	F	I	A	P	FIN	S	ISL	N
Gambia							DS						
Ghana			DS										
Guyana							DS						
India		DS	D										
Jamaica	DS		D										
Kenya			D										
Kuwait							DS						
Lesotho							DS						
Malawi	DS		D										
Maldives								DS					
Morocco	DS		D	DS	D	D	DS	DS	DS				DS
Mauritania							DS						
Mozambique									DS				
Namibia			D										
Niger							DS						
Pakistan	DS	DS	D					DS		DS		DS	DS
Peru			D	DS	DS	DS	DS	DS		DS			
Philippines		DS	DS	DS	DS		DS	DS		DS	DS		DS
São Tomé and Príncipe									DS				
Senegal	D		DS			D	DS	DS					
Seychelles								D					
South Africa			D	DS				DS	DS			DS	DS
Swaziland							DS						
Thailand	DS	DS	DS	DS			DS	DS		DS	DS		DS
Togo							DS						
Trinidad and Tobago								DS					
Tunisia	DS		D	DS	D	D	DS	DS	DS				
Turkey	DS	DS	DS	DS	DS	DS	DS	DS	D	DS	DS	DS	DS
Uganda							DS						
Western Samoa							DS						
Zimbabwe				DS									

DD: Holders of diplomatic and service passports are exempt from visa requirements.

D: Only holders of diplomatic passports are exempted from a visa requirement.

*Schedule B*

Countries whose nationals are subject to visas in one or more Schengen States, when they are holders of diplomatic, official or service passports, but which are NOT subject to this requirement when they are holders of ordinary passports

	BNL	DK	D	GR	E	F	I	A	P	FIN	S	ISL	N
Israel						X							
Mexico												X	
United States of America				X	X (*)	X (*)							

(\*) If travelling on official business.

## ANNEX 3

**Joint list of third countries whose nationals are subject to an airport transit visa requirement, where holders of travel documents issued by these third countries are also subject to this visa requirement <sup>(1)</sup>.**

The Schengen States undertake not to amend Part I of Annex 3 without the prior consent of the other Member States.

If a Member State intends to amend Part II of this Annex, it undertakes to inform its partners and to take account of its interests.

## Part I

**Joint list of third countries whose nationals are subject to airport visa requirements (ATV) by all Schengen States, holders of travel documents issued by these third countries also being subject to this requirement <sup>(2)</sup> <sup>(3)</sup>**

AFGHANISTAN

BANGLADESH

CONGO (Democratic Republic)

ERITREA <sup>(4)</sup>

GHANA

IRAN <sup>(5)</sup>

IRAQ

NIGERIA

PAKISTAN

SOMALIA

SRI LANKA

These persons shall not be subject to the visa requirement if they hold one of the residence permits of an EEA Member State listed in Part III(A) of this Annex or one of the residence permits of Andorra, Japan, Canada, Monaco, San Marino, Switzerland or the United States of America guaranteeing an unqualified right of return listed in Part III(B).

The residence permits in question shall be laid down by mutual agreement in the framework of Working Group II Subgroup on visas and subjected to regular scrutiny. Should problems arise, the Schengen States may suspend these measures until such time as the problems in question have been resolved by mutual agreement. The Contracting States may exclude certain residence permits from the exemption when indicated in Part III.

Exemptions from the airport transit visa requirement for holders of diplomatic, official duty or other official passports shall be decided by each Member State individually.

<sup>(1)</sup> It is not necessary to consult the central authorities for the issue of an airport transit visa (ATV).

<sup>(2)</sup> For all the Schengen States

The following persons shall be exempt from the ATV requirement:  
— flight crew who are nationals of a Contracting Party to the Chicago Convention.

<sup>(3)</sup> For the Benelux countries, France and Spain

The following persons shall be exempt from the ATV requirement:  
— holders of diplomatic and service passports.

<sup>(4)</sup> For Germany

Only where the nationals are not in possession of a valid visa or residence permit for a Member State of the EU or a State party to the Agreement on the European Economic Area of 2 May 1992, Canada, Switzerland or the United States of America.

<sup>(5)</sup> For Germany

The following persons shall be exempt from the ATV requirement:  
— holders of diplomatic and service passports.

## Part II:

**Joint list of third countries whose nationals are subject to an airport visa requirement by some Schengen States only, with holders of travel documents issued by these third countries also being subject to this requirement.**

	BNL <sup>(1)</sup>	DK	D	E <sup>(2)</sup>	GR	F <sup>(3)</sup>	I <sup>(4)</sup>	A <sup>(5)</sup>	P	FIN	S	ISL	N
Albania						X <sup>(6)</sup>							
Angola	X		X	X	X	X							
Côte d'Ivoire				X									
Cuba				X									
Egypt						X <sup>(6)</sup>							
Gambia			X										
Guinea	X					X							
Guinea Bissau				X									
Haiti						X							
India		X <sup>(6)</sup>	X <sup>(6)</sup>	X	X	X <sup>(6)</sup>							
Indonesia									X				
Jordan			X										
Lebanon			X			X <sup>(6)</sup>							
Liberia				X		X		X	X				
Libya						X							
Mali				X									
Senegal							X		X				
Sierra Leone				X		X							
Sudan	X		X		X	X							
Syria	X		X		X	X <sup>(6)</sup>							
Togo				X									
Turkey			X <sup>(8)</sup>		X								

<sup>(1)</sup> Only when nationals are not in possession of a valid residence permit for the Member States of the EEA, the United States of America or Canada. Holders of diplomatic, service or special passports are also exempt.

<sup>(2)</sup> Holders of diplomatic, official and service passports are not subject to the ATV requirement. The same applies to holders of ordinary passports residing in a Member State of the EEA, the United States of America or Canada, or in possession of an entry visa valid for one of these countries.

<sup>(3)</sup> The following persons shall be exempt from the ATV requirement:

- holders of diplomatic and service passports,
- holders of one of the residence permits listed in Part III,
- flight crew who are nationals of a Contracting Party to the Chicago Convention.

<sup>(4)</sup> Only when nationals are not in possession of a valid residence permit for the Member States of the EEA, Canada or the United States of America.

<sup>(5)</sup> Aliens subject to transit visa obligations do not require an airport transit visa (ATV) for transit via an Austrian airport provided they hold one of the following documents that is valid for the length of the stay necessary for the transit:

- a residence permit issued by Andorra, Japan, Canada, Monaco, San Marino, Switzerland, the Holy See or the United States of America which guarantees the right to return,
- a visa or residence permit issued by a Schengen State for which the Accession Agreement has been brought into force,
- a residence permit issued by a Member State of the EEA.

<sup>(6)</sup> Only for holders of the travel document for Palestinian refugees.

<sup>(7)</sup> Indian nationals are not subject to the ATV requirement if they are holders of a diplomatic or service passport.

Indian nationals are also not subject to the ATV requirement if they are in possession of a valid visa or residence permit for a country of the EU or the EEA or for Canada, Switzerland or the United States of America. In addition, Indian nationals are not subject to the ATV requirement if they are in possession of a valid residence permit for Andorra, Japan, Monaco or San Marino and a re-entry permit for their country of residence valid for three months following their airport transit.

It should be noted that the exception concerning Indian nationals in possession of a valid residence permit for Andorra, Japan, Monaco or San Marino enters into force on the date of Denmark's integration into Schengen cooperation, i.e. on 25 March 2001.

<sup>(8)</sup> Only when nationals are not in possession of a valid visa or residence permit for a Member State of the EU or a State party to the Agreement on the European Economic Area of 2 May 1992, Canada, Switzerland or the United States of America.

<sup>(9)</sup> Also for holders of the travel document for Palestinian refugees.

*Part III:*

- A. List of residence permits of EEA States for which the holders are exempt from the airport transit visa requirement on presentation of the document:

## IRELAND:

- Residence permit only in conjunction with a re-entry visa;

## LIECHTENSTEIN:

- Livret pour étranger B (residence permit, sufficient within the period of validity of one year) <sup>(1)</sup>;
- Livret pour étranger C (settlement permit, sufficient within the period of validity of five or 10 years).

## UNITED KINGDOM:

- Leave to remain in the United Kingdom for an indefinite period (this document is only sufficient when the holder has not been away for more than two years);
- Certificate of entitlement to the right of abode.

- B. List of residence permits with unlimited right of return on presentation of which the holders are exempt from the airport transit visa requirement:

## ANDORRA:

- Tarjeta provisional de estancia y de trabajo (provisional residence and work permit) (white). These are issued to seasonal workers; the period of validity depends on the duration of employment, but never exceeds 6 months. This permit is not renewable <sup>(1)</sup>,
- Tarjeta de estancia y de trabajo (residence and work permit) (white). This permit is issued for six months and may be renewed for another year <sup>(1)</sup>,
- Tarjeta de estancia (residence permit) (white). This permit is issued for 6 months and may be renewed for another year <sup>(1)</sup>,
- Tarjeta temporal de residencia (temporary residence permit) (pink). This permit is issued for one year and may be renewed twice, each time for another year <sup>(1)</sup>,
- Tarjeta ordinaria de residencia (ordinary residence permit) (yellow). This permit is issued for three years and may be renewed for another three years <sup>(1)</sup>,
- Tarjeta privilegiada de residencia (special residence permit) (green). This permit is issued for five years and is renewable, each time for another five years,
- Autorización de residencia (residence authorisation) (green). This permit is issued for one year and is renewable, each time for another three years <sup>(1)</sup>,
- Autorización temporal de residencia y de trabajo (temporary residence and work authorisation) (pink). This permit is issued for two years and may be renewed for another two years <sup>(1)</sup>,
- Autorización ordinaria de residencia y de trabajo (ordinary residence and work authorisation) (yellow). This permit is issued for five years,
- Autorización privilegiada de residencia y de trabajo (special residence and work authorisation) (green). This permit is issued for 10 years and is renewable, each time for another 10 years;

## CANADA:

- Returning Resident Permit (loose-leaf in passport);

## JAPAN:

- Re-entry permit to Japan <sup>(1)</sup>;

<sup>(1)</sup> It is not necessary to consult the central authorities for the issue of an airport transit visa (ATV).

## MONACO:

- Carte de séjour de résident temporaire de Monaco (temporary resident's permit) <sup>(1)</sup>
- Carte de séjour de résident ordinaire de Monaco (ordinary resident's permit)
- Carte de séjour de résident privilégié (privileged resident's permit)
- Carte de séjour de conjoint de ressortissant monégasque (residence permit for the spouse of a person of Monegasque nationality);

## SAN MARINO:

- Permesso di soggiorno ordinario (validità illimitata) (ordinary residence permit (no expiry date)),
- Permesso di soggiorno continuativo speciale (validità illimitata) (special permanent residence permit (no expiry date)),
- Carta d'identità de San Marino (validità illimitata) (San Marino identity card (no expiry date));

## SWITZERLAND:

- Livret pour étranger B (residence permit, sufficient within the period of validity of one year) <sup>(1)</sup>
- Livret pour étranger C (settlement permit, sufficient within the period of validity of five or 10 years);

## UNITED STATES OF AMERICA:

- Form I-551 Permanent resident card (valid for two <sup>(1)</sup> to 10 years),
- Form I-551 Alien registration receipt card (valid for two <sup>(1)</sup> to 10 years),
- Form I-551 Alien registration receipt card (no expiry date),
- Form I-327 Re-entry document (valid for two years — issued to holders of a I-551) <sup>(1)</sup>,
- Resident alien card (valid for two <sup>(1)</sup> or 10 years or no expiry date. This document is only sufficient when the holder was absent from the USA for not longer than one year),
- Permit to re-enter (valid for two years. This document is only sufficient when the holder was absent from the United States of America for not longer than two years) <sup>(1)</sup>,
- Valid temporary residence stamp in a valid passport (valid for one year from the date of issue) <sup>(1)</sup>.

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<sup>(1)</sup> This residence permit does not exempt the holder from the airport transit visa requirement in Germany.

## ANNEX 4

**List of documents entitling holders to entry without a visa**

## BELGIUM

- Carte d'identité d'étranger  
 Identiteitskaart voor vreemdelingen  
 Personalausweis für Ausländer  
 (Identity Card for foreigners)
- Certificat d'inscription au registre des étrangers  
 Bewijs van inschrijving in het vreemdelingenregister  
 Bescheinigung der Eintragung im Ausländerregister  
 (Certificate attesting to entry in foreigners' register)
- Special residence permits issued by the Ministry of Foreign Affairs:
  - Carte d'identité diplomatique  
 Diplomatieke identiteitskaart  
 Diplomatischer Personalausweis  
 (Diplomat's identity card)
  - Carte d'identité consulaire  
 Consulaire identiteitskaart  
 Konsularer Personalausweis  
 (Consular identity card)
  - Carte d'identité spéciale — couleur bleue  
 Bijzondere identiteitskaart — blauw  
 Besonderer Personalausweis — blau  
 (Special identity card — blue in colour)
  - Carte d'identité spéciale — couleur rouge  
 Bijzondere identiteitskaart — rood  
 Besonderer Personalausweis — rot  
 (Special identity card — red in colour)
- Certificat d'identité pour les enfants âgés de moins de cinq ans des étrangers privilégiés titulaires d'une carte d'identité diplomatique, d'une carte d'identité consulaire, d'une carte d'identité spéciale — couleur bleue ou d'une carte d'identité — couleur rouge  
 Identiteitsbewijs voor kinderen, die de leeftijd van vijf jaar nog niet hebben bereikt, van een bevoorrecht vreemdeling dewelke houder is van een diplomatieke identiteitskaart, consulaire identiteitskaart, bijzondere identiteitskaart — blauw of bijzondere identiteitskaart — rood  
 Identitätsnachweis für Kinder unter fünf Jahren, für privilegierte Ausländer, die Inhaber eines diplomatischen Personalausweises sind, konsularer Personalausweis, besonderer Personalausweis — rot oder besonderer Personalausweis — blau  
 (Identity card for children, under the age of five, of aliens who are holders of diplomatic identity cards, consular identity cards, blue special identity cards or red special identity cards)
- Certificat d'identité avec photographie délivré par une administration communale belge à un enfant de moins de douze ans  
 Door een Belgisch gemeentebestuur aan een kind beneden de 12 jaar afgegeven identiteitsbewijs met foto  
 Von einer belgischen Gemeindeverwaltung einem Kind unter dem 12. Lebensjahr ausgestellter Personalausweis mit Lichtbild  
 (Certificate of identity with photograph issued by Belgian communes to children under twelve)
- List of persons participating in a school trip within the European Union.



## DENMARK

*Residence cards*

EF/EØS — opholdskort (EU/EEA residence card) (title on card)

- Kort A. Tidsbegrænset EF-/EØS-opholdsbevis (anvendes til EF-/EØS-statsborgere)

(Card A. Temporary EU/EEA residence permit used for EU/EEA citizens)

- Kort B. Tidsubegrænset EF-/EØS-opholdsbevis (anvendes til EF-/EØS-statsborgere)

(Card B. EU/EEA residence permit of unlimited duration used for EU/EEA citizens)

- Kort Karte K. Tidsbegrænset opholdstilladelse til tredjelandssstatsborgere, der meddeles opholdstilladelse efter EF-/EØS-reglerne

(Card K. Temporary residence permit for citizens of third countries who have been granted a residence permit under EU/EEA rules)

- Kort L. Tidsubegrænset opholdstilladelse til tredjelandssstatsborgere, der meddeles opholdstilladelse efter EF-/EØS-reglerne

(Card L. Residence permit of unlimited duration for citizens of non-member countries who have been granted a residence permit under EU/EEA rules)

Residence permits (title on card)

- Kort C. Tidsbegrænset opholdstilladelse til udlændinge, der er fritaget for arbejdstilladelse

(Card C. Temporary residence permit for aliens who are not required to have a work permit)

- Kort D. Tidsubegrænset opholdstilladelse til udlændinge, der er fritaget for arbejdstilladelse

(Card D. Residence permit of unlimited duration for aliens who are not required to have a work permit)

- Kort E. Tidsbegrænset opholdstilladelse til udlændinge, der ikke har ret til arbejde

(Card E. Temporary residence permit for aliens who do not have the right to work)

- Kort F. Tidsbegrænset opholdstilladelse til flygtninge — er fritaget for arbejdstilladelse

(Card F. Temporary residency permit for refugees, not required to have a work permit)

- Kort G. Tidsbegrænset opholdstilladelse til EF/EØS — statsborgere, som har andet opholdsgrundlag end efter EF-reglerne — er fritaget for arbejdstilladelse

(Card G. Temporary residence permit for EU/EEA citizens who have a basis for residence other than that deriving from the EU rules, not required to have a work permit)

- Kort H. Tidsubegrænset opholdstilladelse til EF/EØS — statsborgere, som har andet opholdsgrundlag end efter EF-reglerne — er fritaget for arbejdstilladelse

(Card H. Residence permit of unlimited duration for EU/EEA citizens who have a basis for residence other than that deriving from the EU rules, not required to have a work permit)

- Kort J. Tidsbegrænset opholds- og arbejdstilladelse til udlændinge

(Card J. Temporary residence and work permit for aliens)

Since 14 September 1998 Denmark has issued new residence permits in credit-card format.

There are still some valid residence permits of types B, D and H in circulation which were issued in another format. These cards are made of laminated paper, measure approximately 9 cm × 13 cm and bear a pattern of the Danish coat of arms in white. For Card B, the background colour is beige, for Card D it is light pink and for Card H light mauve.

*Stickers to be affixed to passports, bearing the following wording:*

- Sticker B. — Tidsbegrænset opholdstilladelse til udlændinge, der ikke har ret til arbejde

(Sticker B. Temporary residence permit for aliens who do not have the right to work)

- Sticker C. — Tidsbegrænset opholds- og arbejdstilladelse

(Sticker C. Temporary residence and work permit)

- Sticker D. — Medfølgende slægtninge (opholdstilladelse til børn, der er optaget i forældres pas)

(Sticker D. Accompanying relatives (residence permit for children who are included in their parents' passport)

- Sticker H. — Tidsbegrænset opholdstilladelse til udlændinge, der er fritaget for arbejdstilladelse

(Sticker H. Temporary residence permit for aliens who are not required to have a work permit)

*Stickers issued by the Ministry of Foreign Affairs:*

- Sticker E — Diplomatsk visering

(Sticker E — diplomatic visa)

Issued to diplomats and the members of their family who appear on the diplomatic lists, and to staff of equivalent rank at the international organisations in Denmark. Valid for residence and for multiple entry for as long as the person concerned is on the diplomatic lists in Copenhagen).

- Sticker F — Opholdstilladelse

(Sticker F — residence permit)

Issued to seconded technical or administrative staff and members of their family and to domestic servants of diplomats on secondment from the Ministry of Foreign Affairs of the State of origin with a service passport. Also issued to staff of equivalent rank at the international organisation in Denmark. Valid for residence and multiple entry for the duration of the mission.

- Sticker S (i kombination med sticker E eller F)

(Sticker S (in combination with Sticker E or F)

Residence permit for accompanying close relatives, where they are included in the passport.

It should be noted that identity cards for foreign diplomats, technical or administrative staff, domestic servants etc. issued by the Ministry of Foreign Affairs do not give the holder the right to enter the territory without a visa, since such identity cards are not proof of permission to reside in Denmark.

*Other documents*

- List of persons participating in a school trip within the European Union

- Readmission permit in the form of a visa sticker with national code DK.

## GERMANY

- Aufenthaltserlaubnis für die Bundesrepublik Deutschland  
(Residence permit for the Federal Republic of Germany)
- Aufenthaltserlaubnis für Angehörige eines Mitgliedstaates der EWG  
(Residence permit for EC nationals)
- Aufenthaltsberechtigung für die Bundesrepublik Deutschland  
(Residence permit for the Federal Republic of Germany)
- Aufenthaltsbewilligung für die Bundesrepublik Deutschland  
(Residence authorisation for the Federal Republic of Germany)
- Aufenthaltsbefugnis für die Bundesrepublik Deutschland  
(Residence permit for the Federal Republic of Germany)

These residence permits only entitle entry without a visa when they are inserted in a passport or issued in connection with a passport as an authorisation replacing a visa. They do not entitle entry without a visa if they are issued instead of a national identity document.

The document for a deferred expulsion measure 'Aussetzung der Abschiebung (Duldung)' and the temporary residence authorisation for asylum-seekers 'Aufenthaltsgestattung für Asylbewerber' does not entitle entry without a visa either.

- Special residence permits issued by the Ministry of Foreign Affairs:
  - Diplomatenausweis  
(Diplomat's pass) (red in colour)
  - Ausweis für bevorrechtigte Personen  
(VIP pass) (blue in colour)
  - Ausweis  
(Pass) (yellow in colour)
  - Ausweis  
(Pass) (dark red in colour)
  - Personalausweis  
(Identity Card) (green in colour)
- Special residence permits issued by the *Länder*:
  - Ausweis für Mitglieder des Konsularkorps  
(Pass for members of the consular corps) (white in colour)
  - Ausweis  
(Pass) (grey in colour)
  - Ausweis für Mitglieder des Konsularkorps  
(Pass for members of the consular corps) (white with green stripes)
  - Ausweis  
(Pass) (yellow in colour)
  - Ausweis  
(Pass) (green in colour)
- New residence permits in card format (ID card format) issued by the Ministry of Foreign Affairs:
  - Diplomatenausweis (diplomatic ID card) and — Diplomatenausweis Artikel 38 WÜD (diplomatic ID card pursuant to Article 38 of the Vienna Convention on Diplomatic Relations)
    - These documents are equivalent to the old red diplomat's passes and bear the letter 'D' on the back.
  - Protokollausweis für Verwaltungspersonal (protocol pass for administrative staff)
    - This document is equivalent to the old blue pass for seconded members of the administrative and technical staff of the missions and bears the letters 'VB' on the back.
  - Protokollausweis für dienstliches Hauspersonal (protocol pass for service staff)
    - This document is equivalent to the old blue pass for seconded members of the service staff of the mission and bears the letters 'DP' on the back.
  - Protokollausweis für Ortskräfte (protocol pass for local staff)
    - This document is equivalent to the old yellow pass for locally hired employees of the missions and bears the letters 'OK' on the back.

- Protokollausweis für privates Hauspersonal (protocol pass for private servants)
  - This document is equivalent to the old green pass for private servants for seconded members of the missions and bears the letters 'PP' on the back.
- Sonderausweis für Mitarbeiter internationaler Organisationen  
(Special card issued to members of staff of international organisations)
  - This document is equivalent to the old dark red special pass for members of staff of international organisations and bears the letters 'IO' on the back.

The respective privileges are indicated on the back of the pass.

- List of persons participating in a school trip within the European Union.

#### GREECE

- Άδεια παραμονής αλλοδαπού για εργασία  
(Work permit)
- Άδεια παραμονής μελών οικογενείας αλλοδαπού  
(Residence permit issued for family reunion)
- Άδεια παραμονής αλλοδαπού για σπουδές  
(Residence permit for study purposes)
- Άδεια παραμονής αλλοδαπού (χρώμα λευκό)  
(Alien's residence permit) (white) (This document is issued to aliens who are married to Greek nationals; it is valid for one year and can be extended for as long as the marriage lasts)
- Άδεια παραμονής αλλοδαπού (χρώμα μπεζ-κίτρινο)  
(Alien's residence permit) (beige-yellow) (This document is issued to all aliens who are legally resident in Greece. It is valid for between one and five years)
- Άδεια παραμονής αλλοδαπού (χρώμα λευκό)  
(Alien's residence permit) (white) (This document is issued to persons recognised as refugees under the 1951 Geneva Convention)
- Δελτίο ταυτότητας αλλοδαπού (χρώμα πράσινο)  
(Alien's identity card) (green) (This document is issued only to aliens of Greek descent; it may be valid for either two or five years)
- Ειδικό δελτίο ταυτότητας ομογενούς (χρώμα μπεζ)  
(Special identity card for aliens of Greek descent) (beige) (This document is issued to Albanian nationals of Greek descent; it is valid for three years. The card is also issued to their spouses and descendants of Greek origin, regardless of nationality, provided there is official documentation of some kind to prove their family ties)
- Ειδικό δελτίο ταυτότητας ομογενούς (χρώμα ροζ)  
(Special identity card for aliens of Greek descent) (pink) (This document is issued to aliens of Greek descent from the former USSR. It is valid indefinitely)
- Δελτίο ταυτότητας διπλωματικού υπαλλήλου (χρώμα λευκό)  
(Identity card for diplomatic officials) (white)

Δελτίο ταυτότητας προξενικού υπαλλήλου

(Identity card for consular officials) (white)

Δελτίο ταυτότητας υπαλλήλου διεθνούς οργανισμού

(Identity card for officials of international organisations) (white)

Δελτίο ταυτότητας διοικητικού υπαλλήλου διπλωματικής αρχής

(Identity card for administrative officials of diplomatic authorities) (blue)

- List of persons participating in a school trip within the European Union

*Note:* The first four categories of document will remain valid until their expiry date. They ceased to be issued on 2 June 2001.

#### SPAIN

Holders of a valid re-entry authorisation will be allowed entry without a visa.

Residence permits entitling aliens who for reasons of nationality, would normally be subject to a visa requirement to enter Spanish territory without a visa are as follows:

- Permiso de residencia inicial

(Initial residence permit)

- Permiso de residencia ordinario

(Ordinary residence permit)

- Permiso de residencia especial

(Special residence permit)

- Tarjeta de estudiante

(Student card)

- Permiso de residencia tipo A

(Type A residence permit)

- Permiso de residencia tipo b

(Type b residence permit)

- Permiso de trabajo y de residencia tipo B

(Type B work and residence permit)

- Permiso de trabajo y de residencia tipo C

(Type C work and residence permit)

- Permiso de trabajo y de residencia tipo d

(Type d work and residence permit)

- Permiso de trabajo y de residencia tipo D

(Type D work and residence permit)

- Permiso de trabajo y de residencia tipo E

(Type E work and residence permit)

- Permiso de trabajo fronterizo tipo F  
(Type F border work permit)
- Permiso de trabajo y residencia tipo P  
(Type P work and residence permit)
- Permiso de trabajo y residencia tipo Ex  
(Type Ex work and residence permit)
- Tarjeta de reconocimiento de la excepción a la necesidad de obtener permiso de trabajo y permiso de residencia (artículo 16 de la Ley nº 7/85)  
(Pass recognising exemption from the need to obtain a work and residence permit — Article 16 Law 7/85)
- Permiso de residencia para refugiados  
(Residence permit for refugees)
- Lista de personas que participan en un viaje escolar dentro de la Unión Europea  
(List of persons participating in a school trip within the European Union)
- Tarjeta de familiar residente comunitario  
(Pass for relatives of a Community resident)
- Tarjeta temporal de familiar de residente comunitario  
(Temporary pass for relatives of a Community resident)

The holders of the following valid accreditation cards issued by the Ministry of Foreign Affairs may enter without a visa:

- Tarjeta especial (Special pass, red in colour), on the cover it reads 'Cuerpo diplomático. Embajador. Documento de identidad' (Diplomatic corps. Ambassador. Identity document), issued to accredited ambassadors
- Tarjeta especial (Special pass, red in colour), on the cover it reads 'Cuerpo diplomático. Documento de identidad' (Diplomatic corps. Identity document), issued to staff accredited to diplomatic missions who have diplomatic status. An F is added to the document when issued to spouses or children
- Tarjeta especial (Special pass, yellow in colour), on the cover it reads 'Misiones diplomáticas. Personal administrativo y técnico. Documento de identidad' (Diplomatic missions. Administrative and technical staff. Identity document), issued to administrative officials at accredited diplomatic missions. An F is added to the document when issued to spouses or children
- Tarjeta especial (Special pass, red in colour), on the cover it reads 'Tarjeta diplomática de identidad' (Diplomatic identity card), issued to staff with diplomatic status at the office of the League of Arab Nations and to staff accredited to the office of the Palestinian General Mission (Oficina de la Delegación General). An F is added to the document when issued to spouses or children
- Tarjeta especial (Special pass, red in colour), on the cover it reads 'Organismos internacionales. Estatuto diplomático. Documento de identidad' (International organisations. Diplomatic status. Identity document), issued to staff with diplomatic status accredited to International Organisations. An F is added to the document when issued to spouses or children

- Tarjeta especial (Special pass, blue in colour), on the cover it reads 'Organismos internacionales. Personal administrativo y técnico. Documento de identidad' (International Organisations. Administrative and technical staff. Identity document), issued to administrative officials accredited to International Organisations. An F is added to the document when issued to spouses or children
- Tarjeta especial (Special pass, green in colour), on the cover it reads 'Funcionario consular de carrera. Documento de identidad' (Career Consular Official. Identity document), issued to career consular officials accredited in Spain. An F is added to the document when issued to spouses or children
- Tarjeta especial (Special pass, green in colour), intitled 'Empleado consular. Emitido a ... Documento de identidad' (Consular employee. Issued on behalf of ... Identity document), issued to consular administrative officials accredited in Spain. An F is added to the document when issued to spouses or children
- Tarjeta especial (Special pass, grey in colour), intitled 'Personal de servicio. Misiones diplomáticas, oficinas consulares y organismos internacionales. Emitido a ... Documento de identidad' (Service duty staff. Diplomatic missions, consular posts and international organisations. Issued on behalf of ... Identity document). This is issued to staff working in the domestic service of diplomatic missions, consular posts and international organisations (service duty staff) and staff with career diplomatic or consular status (special servants). An F is added to the document when issued to spouses or children.

## FRANCE

## 1. Adult aliens should be in possession of the following documents:

- Carte de séjour temporaire comportant une mention particulière qui varie selon le motif du séjour autorisé  
(A temporary Residence Permit containing particular details which will vary in accordance with the grounds for the authorised stay)
- Carte de résident  
(Resident's card)
- Certificat de résidence d'Algérien comportant une mention particulière qui varie selon le motif du séjour autorisé (1 an, 10 ans)  
(Algerian Residence Certificate marked according to the grounds for the authorised stay) (one year, 10 years)
- Certificat de résidence d'Algérien portant la mention 'membre d'un organisme officiel' (2 ans)  
(Algerian Residence Certificate marked 'member of an official organisation') (two years)
- Carte de séjour des Communautés européennes (1 an, 5 ans, 10 ans)  
(European Communities Residence Permit) (one year, five/10 years)
- Carte de séjour de l'Espace économique européen  
(European Economic Area Residence Permit)
- Cartes officielles valant de titre de séjour, délivrées par le ministère des affaires étrangères  
(Official permits with the same status as residence permits issued by the Ministry of Foreign Affairs)
- Titres de séjour spéciaux (special residence permits)
  - Titre de séjour spécial portant la mention CMD/A délivré aux chefs de mission diplomatique  
(Special residence permit with the heading 'CMD/A' issued to heads of diplomatic missions)
  - Titre de séjour spécial portant la mention CMD/M délivré aux chefs de mission d'organisations internationales  
(Special residence permit with the heading 'CMD/M' issued to heads of mission of international organisations)

- Titre de séjour spécial portant la mention CMD/D délivré aux chefs d'une délégation permanente auprès d'une organisation internationale

(Special residence permit with the heading 'CMD/D' issued to heads of permanent delegations to international organisations)

- Titre de séjour spécial portant la mention CD/A délivré aux agents du corps diplomatique

(Special residence permit with the heading 'CD/A' issued to diplomatic officials)

- Titre de séjour spécial portant la mention CD/M délivré aux hauts fonctionnaires d'une Organisation internationale

(Special residence permit with the heading 'CD/M' issued to senior officials of an international organisation)

- Titre de séjour spécial portant la mention CD/D délivré aux assimilés diplomatiques membres d'une délégation permanente auprès d'une organisation internationale

(Special residence permit with the heading 'CD/D' issued to officials comparable to diplomatic officials who are members of permanent delegations to international organisations)

- Titre de séjour spécial portant la mention CC/C délivré aux fonctionnaires consulaires

(Special residence permit with the heading 'CC/C' issued to consular officials)

- Titre de séjour spécial portant la mention AT/A délivré au personnel administratif ou technique d'une ambassade

(Special residence permit with the heading 'AT/A' issued to administrative or technical staff of an Embassy)

- Titre de séjour spécial portant la mention AT/C délivré au personnel administratif ou technique d'un consulat

(Special residence permit with the heading 'AT/C' issued to administrative or technical staff of a Consulate)

- Titre de séjour spécial portant la mention AT/M délivré au personnel administratif ou technique d'une organisation internationale

(Special residence permit with the heading 'AT/M' issued to administrative or technical staff of an international organisation)

- Titre de séjour spécial portant la mention AT/D délivré au personnel administratif ou technique d'une délégation auprès d'une organisation internationale

(Special residence permit with the heading 'AT/D' issued to administrative or technical staff of a delegation to an international organisation)

- Titre de séjour spécial portant la mention SE/A délivré au personnel de service d'une ambassade

(Special residence permit with the heading 'SE/A' issued to service staff of an Embassy)

- Titre de séjour spécial portant la mention SE/C délivré au personnel de service d'un consulat

(Special residence permit with the heading 'SE/C' issued to service staff of a Consulate)

- Titre de séjour spécial portant la mention SE/M délivré au personnel de service d'une organisation internationale

(Special residence permit with the heading 'SE/M' issued to service staff of an international organisation)



- Titre de séjour spécial portant la mention SE/D délivré au personnel de service d'une délégation auprès d'une organisation internationale  
(Special residence permit with the heading 'SE/D' issued to service staff of a delegation to an international organisation)
- Titre de séjour spécial portant la mention PP/A délivré au personnel privé d'un diplomate  
(Special residence permit with the heading 'PP/A' issued to private staff of a diplomat)
- Titre de séjour spécial portant la mention PP/C délivré au personnel privé d'un fonctionnaire consulaire  
(Special residence permit with the heading 'PP/C' issued to private staff of a consular official)
- Titre de séjour spécial portant la mention PP/M délivré au personnel privé d'un membre d'une organisation internationale  
(Special residence permit with the heading 'PP/M' issued to private staff of a member of an international organisation)
- Titre de séjour spécial portant la mention PP/D délivré au personnel privé d'un membre d'une délégation permanente auprès d'une organisation internationale  
(Special residence permit with the heading 'PP/D' issued to private staff of a member of a permanent delegation at an international organisation)
- Titre de séjour spécial portant la mention EM/A délivré aux enseignants ou militaires à statut spécial attachés auprès d'une ambassade  
(Special residence permit with the heading 'EM/A' issued to teachers or military staff with special status attached to an Embassy)
- Titre de séjour spécial portant la mention EM/C délivré aux enseignants ou militaires à statut spécial attachés auprès d'un consulat  
(Special residence permit with the heading 'EM/C' issued to teachers or military staff with special status attached to a Consulate)
- Titre de séjour spécial portant la mention EF/M délivré aux fonctionnaires internationaux domiciliés à l'étranger  
(Special residence permit with the heading 'EF/M' issued to international officials domiciled abroad)
- Monegasque permits
  - Carte de séjour de résident temporaire de Monaco  
(temporary resident's permit);
  - Carte de séjour de résident ordinaire de Monaco  
(ordinary resident's permit);
  - Carte de séjour de résident privilégié de Monaco  
(privileged resident's permit);
  - Carte de séjour de conjoint de ressortissant monégasque  
(residence permit for the spouse of a person of Monegasque nationality).

2. Aliens who are minors should be in possession of the following documents:

- Document de circulation pour étrangers mineurs  
(Travel document for alien minors)

- Visa de retour (sans condition de nationalité et sans présentation du titre de séjour, auquel ne sont pas soumis les enfants mineurs)

(Return visas) (alien minors are not subject to nationality conditions or to production of residence permits)

- Passeport diplomatique/de service/ordinaire des enfants mineurs des titulaires d'une carte spéciale du ministère des affaires étrangères revêtu d'un visa de circulation

(Diplomatic/official duty/ordinary passports for minors who are children of holders of a Special Pass issued by the Ministry of Foreign Affairs containing a travel visa).

### 3. List of persons participating in a school trip within the European Union.

#### Note 1:

It should be noted that acknowledgements of first-time applications for residence permits do not give entitlement to entry without a visa. In contrast, acknowledgements of requests to renew residence permits, or to amend permits are considered valid, when these are accompanied by the old permit.

#### Note 2:

The 'certificate of duty' issued at the discretion of the Ministry of Foreign Affairs does not constitute a replacement for a residence permit. Holders must also be in possession of one of the ordinary law residence permits.

## ITALY

- Carta di soggiorno (validità illimitata)

(Residence Permit) (unlimited validity)

- Permesso di soggiorno con esclusione delle sottoelencate tipologie:

(Residence permit with the exception of the following:)

1. Permesso di soggiorno provvisorio per richiesta asilo politico ai sensi della Convenzione di Dublino

(Provisional residence permit for political asylum seekers pursuant to the Dublin Convention)

2. Permesso di soggiorno per cure mediche

(Residence permit for medical treatment)

3. Permesso di soggiorno per motivi di giustizia

(Residence permit for legal reasons)

- Carta d'identità MAE:

(Identity Card issued by the Ministry of Foreign Affairs)

- Mod. 1 (blu) Corpo diplomatico accreditato e consorti titolari di passaporto diplomatico

(Model 1 (blue) Accredited members of the diplomatic corps and their spouses who hold a diplomatic passport)

- Mod. 2 (verde) Corpo consolare titolare di passaporto diplomatico

(Model 2 (green) Members of the consular corps who hold a diplomatic passport)

- Mod. 3 (arancione) Funzionari II° FAO titolari di passaporto diplomatico, di servizio o ordinario

(Model 3 (orange) Category II FAO officials who hold a diplomatic, service or ordinary passport)

- Mod. 4 (arancione) Impiegati tecnico-amministrativi presso rappresentanze diplomatiche titolari di passaporto di servizio

(Model 4 (orange) Technical and administrative staff of diplomatic representations who hold a service passport)

- Mod. 5 (arancione) Impiegati consolari titolari di passaporto di servizio

(Model 5 (orange) Consular staff who hold a service passport)

- Mod. 7 (grigio) Personale di servizio presso rappresentanze diplomatiche titolare di passaporto di servizio

(Model 7 (grey) Domestic staff of diplomatic representations who hold a service passport)

- Mod. 8 (grigio) Personale di servizio presso rappresentanze consolari titolare di passaporto di servizio

(Model 8 (grey) Domestic staff of consular representations who hold a service passport)

- Mod. 11 (beige) Funzionari delle organizzazioni internazionali, consoli onorari, impiegati locali, personale di servizio assunto all'estero e venuto al seguito, familiari corpo diplomatico e organizzazioni internazionali titolari di passaporto ordinario

(Model 11 (beige) Officials of international organisations, honorary consuls, local employees, domestic staff recruited abroad who have followed their employer, families of members of the diplomatic corps and international organisations who hold an ordinary passport)

N.B.: Models 6 (orange) and 9 (green) for, respectively, staff of international organisations who have no immunity and foreign honorary consuls, are no longer issued and have been replaced by model 11. However, these documents remain valid until the expiry date stated on them.

- List of persons participating in a school trip within the European Union.

#### LUXEMBOURG

- Carte d'identité d'étranger

(Alien's identity card)

- Autorisation de séjour provisoire apposée dans le passeport national

(Provisional residence authorisation affixed in national passports)

- Carte diplomatique délivrée par le ministère des affaires étrangères

(Diplomat's pass issued by the Ministry of Foreign Affairs)

- Titre de légitimation délivré par le ministère des affaires étrangères au personnel administratif et technique des Ambassades

(Certificate issued by the Ministry of Foreign Affairs to the Embassy's administrative and technical staff)

- Titre de légitimation délivré par le ministère de la justice au personnel des institutions et organisations internationales établies au Luxembourg

(Certificate issued by the Ministry for Justice to the staff of institutions and international organisations based in Luxembourg)

- List of persons participating in a school trip within the European Union.

## THE NETHERLANDS

- Documents take the following forms:
  - Vergunning tot vestiging (Model A)  
(Authorisation to settle)
  - Toelating als vluchteling (Model B)  
(Admission document for refugees)
  - Verblijf voor onbepaalde duur (Model C)  
(Residence Permit for an indefinite period)
  - Vergunning tot verblijf (Model D)  
(Residence authorisation)
  - Voorwaardelijke vergunning tot verblijf (Model D met aantekening 'voorwaardelijk')  
(Conditional Residence Authorisation)
  - Verblijfskaart van een onderdaan van een lidstaat der EEG (Model E)  
(Residence Permit for EC nationals)
- Vergunning tot verblijf (in de vorm van een stempel in het paspoort)  
(Residence Authorisation (in the form of a stamp in a passport))
- Vreemdelingendocument with the codes A, B, C, D, E, F1, F2 or F3  
(Document for aliens)
- Legitimatiebewijs voor leden van diplomatieke of consulaire posten  
(Identity document for members of diplomatic missions and consular posts)
- Legitimatiebewijs voor ambtenaren met een bijzondere status  
(Identity document for officials with a special status)
- Legitimatiebewijs voor ambtenaren van internationale organisaties  
(Identity document for officials of international organisations)
- Identiteitskaart voor leden van internationale organisaties waarvan de zetel in Nederland is gevestigd  
(Identity Card for members of international organisations with which the Netherlands has concluded a headquarters agreement)
- Visum voor terugkeer  
(Return visas)
- List of persons participating in a school trip within the European Union.

*Comment on indents 1 and 2*

The issue of residence documents mentioned under indents 1 and 2 has stopped since 1 March 1994 (the issue of Model D and the affixing of stamps in passports came to an end on 1 June 1994). Documents already in circulation will remain valid until 1 January 1997 at the latest.

*Comment on indent 3*

Issue of the document for aliens has been effective since 1 March 1994. This document in the form of a credit card will gradually replace the residence authorisations mentioned in indents 1 and 2. The code corresponding to the category of residence will be retained.

The document for aliens marked with the code E will be issued both to EC nationals and to nationals of Contracting States to the European Economic Area Agreement.

Conditional residence authorisations are marked with codes F1, F2 or F3.

*Comment on indent 7*

List of international organisations with offices in the Netherlands whose members (including family members) hold identity papers not issued by the Ministry for Foreign Affairs

1. European Space Agency (ESA)
2. European Patent Office (EPO)
3. International Tea Promotion Association (ITPA)
4. International Service for National Agricultural Research (ISNAR)
5. Technical Centre for Agricultural and Rural Cooperation (CTA)
6. United Nations University Institute for New Technologies (UNU-INTECH)
7. African Management Services Company (AMSCO).

## AUSTRIA

- Aufenthaltstitel in Form der Vignette entsprechend der Gemeinsamen Maßnahme der Europäischen Union vom 16. Dezember 1996 zur einheitlichen Gestaltung der Aufenthaltstitel

(Residence permit in the form of a sticker in accordance with the EU Joint Action of 16 December 1996 concerning a uniform format for residence permits)

(As from 1 January 1998 residence permits will be issued and extended in this form only. The following will be entered under 'Type of Permit': Niederlassungsbewilligung (Permanent residence permit); Aufenthaltserlaubnis (Residence permit) 'Befr. Aufenthaltsrecht' (Temporary residence permit).

- Residence permits issued before 1 January 1998 on the basis of the validity indicated, including unlimited validity:

(Wiedereinreise — Sichvermerk oder Einreise — Sichtvermerk; wurden bis 31.12.1992 von Inlandsbehörden, aber auch von Vertretungsbehörden in Form eines Stempels ausgestellt;

Re-entry visas or entry visas issued by the Austrian authorities until 31.12.1992, but also in the form of a stamp by the representing authorities;

Gewöhnlicher Sichtvermerk; wurde vom 1.1.1993 bis 31.12.1997 in Form einer Vignette — ab 1 September 1996 entsprechend der Verordnung (EG) Nr. 1683/95 — ausgestellt;

(Ordinary visa: issued between 1 January 1993 and 31 December 1997 in the form of a sticker — as from 1 September 1996 in accordance with Regulation (EC) No 1683/95)

Aufenthaltsbewilligung; wurde vom 1.1.1993 bis 31.12.1997 in Form einer speziellen Vignette ausgestellt);

(Residence permit: issued between 1 January 1993 and 31 December 1997, in the form of a special sticker)

- Konventionsreisepass, ausgestellt ab 1.1.1993

(Travel document, issued as of 1 January 1993)

- Legitimationskarten für Träger von Privilegien und Immunitäten in den Farben rot, gelb und blau, ausgestellt vom Bundesministerium für auswärtige Angelegenheiten

(Accreditation pass for the bearers of privileges and immunities in red, yellow and blue issued by the Ministry for Foreign Affairs)

- List of pupils participating in school trips within the European Union

The following are not valid as residence permits and therefore do not entitle the holder to visa-free entry into Austria:

- Lichtbildausweis für Fremde gemäß § 85 Fremden-gesetz 1997  
(Alien's identity card with photograph pursuant to paragraph 85 of the 1997 Aliens Act)
- Durchsetzungsaufschub und Abschiebungsaufschub nach Aufenthaltsverbot oder Ausweisung  
(Stay of execution and stay of deportation following an exclusion order or expulsion order)
- Bewilligung zur Wiedereinreise trotz bestehenden Aufenthaltsverbots, in Form eines Visums erteilt, jedoch als eine solche Bewilligung gekennzeichnet  
(Authorisation of re-entry, despite existing exclusion order, issued in the form of a visa indicating that it is an authorisation of this kind)
- Vorläufige Aufenthaltsberechtigung gemäß § 19 Asylgesetz 1997 bzw. § 7 AsylG 1991  
(Provisional residence permit pursuant to paragraph 19 of the 1997 Asylum Act or paragraph 7 of the 1991 Asylum Act)
- Befristete Aufenthaltsberechtigung gemäß § 15 Asylgesetz 1997 bzw. § 8 AsylG 1991, als Duldung des Aufenthalts trotz abgelehntem Asylantrag  
(Temporary residence permit pursuant to paragraph 15 of 1997 Asylum Act or paragraph 8 of the 1991 Asylum Act, tolerating the stay despite the rejection of the application for asylum).

#### PORTUGAL

- Cartão de Identidade (emitido pelo Ministério dos Negócios Estrangeiros) (Identity card issued by the Ministry of Foreign Affairs)  
Corpo consular, chefe de missão  
(Consular corps, Head of mission)
- Cartão de Identidade (emitido pelo Ministério dos Negócios Estrangeiros) (Identity card issued by the Ministry of Foreign Affairs)  
Corpo consular, funcionário de missão  
(Consular corps, official mission)
- Cartão de Identidade (emitido pelo Ministério dos Negócios Estrangeiros)  
(Identity card issued by the Ministry of Foreign Affairs)  
Pessoal auxiliar de missão estrangeira  
(Auxiliary staff working in a foreign mission)
- Cartão de Identidade (emitido pelo Ministério dos Negócios Estrangeiros)  
(Identity card issued by the Ministry of Foreign Affairs)  
Funcionário Administrativo de Missão Estrangeira  
(Administrative officer working in a foreign mission)
- Cartão de Identidade, emitido pelo Ministério dos Negócios Estrangeiros  
(Identity card issued by the Ministry of Foreign Affairs)  
Corpo diplomático, chefe de missão  
(Diplomatic Corps, Head of mission)
- Cartão de Identidade, emitido pelo Ministério dos Negócios Estrangeiros  
(Identity card issued by the Ministry of Foreign Affairs)  
Corpo diplomático, funcionário de missão  
(Diplomatic Corps, official mission)
- Título de residência (1 ano)  
(Residence permit — one year)
- Título de residência anual (1 ano)  
(Annual residence permit — one year)
- Título de residência anual (cor de laranja)  
(Annual residence permit — orange in colour)

- Título de residência temporário (5 anos)  
(Temporary residence permit — five years)
- Título de residência vitalício  
(Residence permit valid for life)
- Cartão de residência de nacional de um Estado-Membro da Comunidade Europeia  
(National residence permit of an EC Member State)
- Cartão de residência temporário  
(Temporary residence permit)
- Cartão de residência  
(Residence permit)
- Autorização de residência provisório  
(Provisional residence authorisation)
- Título de identidade de refugiado  
(Refugee identity document).

## FINLAND

- Pysyvä oleskelulupa  
(Permanent residence permit) in the form of a sticker
- Oleskelulupa tai oleskelulupa ja työluupa  
(Temporary residence permit or temporary residence and work permit) in the form of a sticker clearly indicating the expiry date and bearing one of the following codes:
  - A.1, A.2, A.3, A.4, A.5  
E.A.1, E.A.2, E.A.4, E.A.5 or
  - B.1, B.2, B.3, B.4  
E.B.1, E.B.2, E.B.3, E.B.4 or
  - D.1 and D.2
- Oleskelulupa uppehållstillstånd  
(Residence permit) in the form of a card issued to citizens of the Member States of the EU or the EEA and to members of their family
- Henkilökortti A, B, C and D  
(Identity card) issued by the Ministry of Foreign Affairs to diplomatic, administrative and technical staff, including members of their families
- Oleskelulupa diplomaattileimaus tai oleskelulupa virkaleimaus  
(Residence permit) in the form of a sticker issued by the Ministry of Foreign Affairs, bearing the indication 'diplomatic' (diplomaattileimaus) or 'service' (virkaleimaus)
- List of persons participating in a school trip within the European Union.

## SWEDEN

- Permanent residence permit in the form of a sticker bearing the words 'Sverige bevis om permanent uppehållstillstånd' (Sweden certificate of permanent residence) affixed to the passport
- Temporary residence permit in the form of a sticker bearing the words 'Sverige uppehållstillstånd' (Sweden temporary residence permit) affixed to the passport

Sweden does not issue cards/documents for diplomats, but places a stamp in their passport (see 6693/01 VISA COMIX 178).

## ICELAND

- Tímabundið atvinnu- og dvalarleyfi  
(Temporary work and residence permit)
- Dvalarleyfi með rétti til atvinnuþátttöku  
(Residence permit giving the right to work)
- Óbundið dvalarleyfi  
(Permanent residence permit)
- Leyfi til vistráðningar  
(Au-pair's permit)
- Atvinnu- og dvalarleyfi námsmanns  
(Student's work and residence permit)
- Óbundið atvinnu- og dvalarleyfi  
(Permanent work and residence permit)
- Special residence permits issued by the Ministry of Foreign Affairs:
  - Diplómatískt Persónuskilríki  
(Diplomatic identity card)
  - Persónuskilríki  
(Identity card)
- Takmarkað dvalarleyfi fyrir varnarliðsmann, sbr. lög nr. 110/1951 og lög nr. 82/2000  
(Temporary residence permit for civilian or military members of the United States' armed forces and their dependents, in accordance with Law No 110/1951 and Law No 82/2000)
- Takmarkað dvalarleyfi  
(Temporary residence permit).



## NORWAY

## — Oppholdstillatelse

(Residence permit)

## — Arbeidstillatelse

(Work permit)

## — Bosettingstillatelse

(Settlement permit/Permanent work and residence permit)

Residence permits issued before 25 March 2000 are distinguished by the presence of stamps (not stickers) in the bearers' travel documents. For foreign nationals subject to a visa requirement, these stamps are accompanied by a Norwegian visa sticker for the period of validity of the residence permit. Residence permits issued after the implementation of Schengen on 25 March 2001 will have a sticker. If a foreign national's travel document has an old stamp in it, this will remain valid until the Norwegian authorities replace the stamps with the new sticker to be affixed to the residence permit.

The abovementioned permits are not valid as travel documents. In cases where the foreign national needs a travel document, one of the two following documents may be used as a supplement to the work-, residence- or settlement permit:

## — A refugees travel document (Reisebevis — blue colour)

## — An immigrant passport (Utlendingspass — green colour)

The holder of one of these travel documents is guaranteed to be accepted for re-entry into Norway within the period of validity of the document.

## — EEA card

issued to citizens of the EEA and members of their family who are third-country nationals. These cards are always laminated.

## — Identitetskort for diplomater

(Identity card for diplomats — red)

## — Identitetskort for hjelpepersonale ved diplomatisk stasjon

(Identity card for auxiliary staff — brown)

## — Identitetskort for administrativt og teknisk personale ved diplomatisk stasjon

(Identity card for administrative and technical staff — blue)

## — Identitetskort for utsendte konsuler

(Identity card for consuls — green)

## — Residence/Visa sticker

(Aufenthaltsvisum — in Form eines Aufklebers)

issued to holders of diplomatic, service and official passports who are subject to the visa requirement and staff of foreign missions who hold a national passport.

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## ANNEX 5

**CONFIDENTIAL**

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## ANNEX 6

**List of honorary consuls authorised, in exceptional cases and on a temporary basis, to issue uniform visas**

In accordance with the decision taken by the Ministers and Secretaries of State at the meeting of 15 December 1992, all the Schengen States accepted that the following honorary consuls would be authorised to issue uniform visas for the period specified below:

The current Honorary Consul of the Netherlands:

- in Nassau (Bahamas) until one of the Schengen States sets up a Representation with career diplomats.

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## ANNEX 7

**Reference amounts required for crossing borders fixed annually by the national authorities.**

## BELGIUM

Belgian law lays down general provisions for the verification of adequate means of subsistence, without stipulating any mandatory rules.

The administrative practice is as follows:

— *Aliens staying with a private person*

Proof of means of subsistence may be furnished by means of a letter of guarantee signed by the person accommodating the alien in Belgium and authenticated by the local administrative authority of his place of residence.

The declaration of liability covers the costs of the alien's stay, health care, accommodation and repatriation, should the alien be unable to pay, so as to rule out payment by the public authorities. The declaration must be signed by a person who is *solvent* and, if this person is an alien, is in possession of a residence permit or establishment permit.

If necessary, the alien may also be required to furnish proof of personal resources.

If he has no financial credit whatsoever, he must be able to access at least EUR 38 for each day of the planned stay.

— *Aliens staying at a hotel*

If the alien is unable to furnish proof of any credit whatsoever, he must be able to access at least approximately EUR 50 for each day of the planned stay.

Furthermore, in most cases, the person concerned must produce a ticket (air ticket) enabling him to return to his country of origin or residence.

## DENMARK

Under the Danish Aliens Law, an alien entering Danish territory must have adequate means for subsistence and for the return journey.

In practice it is for the border control services at the point of entry to assess whether this is the case on the basis of the economic situation of the alien, taking account of information on his or her possibilities with regard to accommodation and the return journey.

The administration has set a figure for adequate means of subsistence of, in principle, DKK 300 per 24 hours.

In addition, the alien must be able to prove that he or she has adequate means for the return journey, for example in the form of a return ticket.

## GERMANY

Pursuant to Article 60(2) of the aliens act of 9 July 1990 (AuslG), an alien may be refused entry at the border if there are grounds for expulsion.

This is the case if an alien is forced to claim or claims social welfare benefit from the German State for himself, for members of his family staying on German territory or for his dependants (Article 46(6) of the aliens act).

Reference amounts have not been fixed for the attention of border control officials. In practice, an amount of EUR 25 per day is generally used as a basic reference. The alien must also have a return ticket or equivalent financial means.

Nevertheless, before the decision not to admit the alien is made, he must be granted the opportunity to produce, in good time and by legal means, the financial means necessary to secure his stay on German territory, namely by presenting:

- a legal guarantee from a German bank,
- a letter of guarantee from the host,
- a telegraphic money order,
- a guarantee deposited with the immigration authorities responsible for the stay.

#### GREECE

Ministerial decree No 3011/2/1f of 11 January 1992 fixes the amount of the means of subsistence which foreign nationals, with the exception of nationals of the Member States of the European Community, must have at their disposal if they wish to enter Greek territory.

Pursuant to the abovementioned ministerial decree, the amount of foreign currency enabling foreign nationals of non-member States of the European Community to enter Greece is fixed at the equivalent of EUR 20 in foreign currency per person per day, and a minimum total amount of EUR 100.

The amount of foreign currency required per day is reduced by 50 % for minors who are members of the alien's family.

Nationals of non-Community countries which oblige Greek nationals to change currency at the borders are also subject to this obligation on the principle of reciprocity.

#### SPAIN

Aliens must prove that they have adequate means of subsistence. The minimum amount is given below:

- (a) for the costs of their stay in Spain:

EUR 30, or the equivalent in foreign currency, multiplied by the planned number of days of the stay in Spain and by the number of family members travelling with the person concerned. Regardless of the planned duration of the stay, the minimum amount for which he must provide proof must always be EUR 300 per person.

- (b) for their return to the State of provenance or for transit via third States: the personal, untransferable and fixed-date ticket or tickets for the planned means of transport.

Aliens must prove that they have the above means of subsistence either by producing them if they are in cash, or by producing certified cheques, traveller's cheques, receipts, letters of credit or a bank certificate confirming the existence of these means. Failing these documents, any other supporting documents recognised by the Spanish border police authorities may be produced.

#### FRANCE

The reference amount for the adequate means of subsistence for the planned duration of an alien's stay or for his transit via France to a destination in a third State is equal to the amount of the guaranteed minimum wage in France (SMIC) calculated daily on the basis of the rate fixed on 1 January of the current year.

This amount is regularly reassessed on the basis of the French cost of living index:

- automatically whenever the retail price index rises more than 2 %,
- by a governmental decision, after consultation with the national commission for collective bargaining, to grant a rise higher than the rise in the retail price index.

As of 1 July 2002, the daily amount of the SMIC (minimum wage) is EUR 47,80.

Holders of an accommodation certificate must possess a minimum amount of money, equivalent to half the SMIC, in order to stay in France. This amount is therefore EUR 23,90 per day.

## ITALY

Article 4(3) of the Consolidated text of provisions governing immigration and the status of aliens No 286 of 28 July 1998 states that Italy, in accordance with the obligations assumed through membership of specific international agreements, shall allow entry into its territory to aliens who prove themselves to be in possession of suitable documentation to confirm the purpose and conditions of their residence and sufficient means of support for the duration of their residence as well as, except in the case of residence permits for work purposes, for their return to the country they came from. Means of support are defined in the relevant directive issued by the Minister for the Interior. Aliens not satisfying these requirements or who are considered a threat to the national security or public policy of the State or of one of the countries with which Italy has signed agreements for the abolition of internal border controls and the free movement of persons may not enter Italy, subject to the limits and derogations laid down in those agreements. The directive in question, which was issued on 1 March 2000 and has the title 'Definition of means of support for entry and residence of aliens in the national territory', lays down that:

- the availability of means of support may be demonstrated by producing currency or equivalent bills of exchange or bank guarantees or insurance policies guaranteeing payment, by means of documents attesting to prepaid services or documents proving the availability of funds from income in the national territory,
- the monetary amounts established in the directive are to be revalued annually, after application of the parameters relating to average annual variation produced by ISTAT and calculated on the basis of the general consumer price index for foodstuffs, drinks, transport and accommodation services,
- the alien must indicate the availability of suitable accommodation in Italian territory and possession of the sum needed for repatriation, which may also be demonstrated by showing a return ticket,
- the minimum means of support needed per person for the issue of a visa and for entry to Italian territory for the purposes of tourism are defined in accordance with Table A below.

Table A

**Table for determining the means of support required for entry to Italian territory for the purposes of tourism***(in EUR)*

Duration of trip	Number of participants in trip	
	One participant	Two or more participants
1 to 5 days overall fixed sum	269,60	212,81
6 to 10 days daily sum per person	44,93	26,33
11 to 20 days fixed sum plus daily sum per person	51,64 36,67	25,82 22,21
more than 20 days fixed sum plus daily sum per person	206,58 27,89	118,79 17,04

## LUXEMBOURG

The law of Luxembourg does not provide for any reference amount for border controls. The official carrying out the control decides on a case-by-case basis whether an alien approaching the border has adequate means of subsistence. To this end, the official takes into account the purpose of the stay and the type of accommodation.

## THE NETHERLANDS

The amount which border control officials take as a basis when verifying means of subsistence is currently EUR 34 per person per day.

The application of this criterion is flexible since the required amount of the means of subsistence is determined on the basis of the planned duration of the stay, the reason for the visit and the personal circumstances of the person concerned.

## AUSTRIA

Pursuant to Article 52(2) of the Law on aliens, aliens shall be turned away at the border if they have no place of residence in Austria and do not have sufficient means of subsistence to meet the costs of their stay and return.

However, there are no reference amounts for the above. Decisions are made on a case-by-case basis depending on the purpose, type and duration of the stay. Cash and, depending on the circumstances of the individual case, traveller's cheques, credit cards, bank guarantees or letters of guarantee from solvent persons living in Austria may be accepted as proof.

## PORTUGAL

Aliens must be in possession of the following amounts if they wish to enter or stay in Portugal:

- EUR 75 — for each entry,
- EUR 40 — for each day spent on the territory.

Aliens who are able to prove that their board and lodging are guaranteed for the duration of their stay may be exempted from paying the above amounts.

## FINLAND

The amount which border control officers take into account for means of subsistence is at present EUR 40 per person per day.

## SWEDEN

Swedish law does not stipulate a reference amount for the crossing of borders. The border control officer decides on a case-by-case basis whether the alien has adequate means of subsistence.

## ICELAND

Under Icelandic law, aliens must prove that they are in possession of enough money to support their needs in Iceland and to make the return journey. In practice, the reference amount is ISK 4 000 per person. If residence expenses are borne by a third party, the amount is halved. The total minimum amount is ISK 20 000 for each entry.

## NORWAY

Under Article 27(d) of the Norwegian Immigration Law, any foreign national who is unable to prove that he or she has adequate funds for his or her stay in the Kingdom and for the return journey, or that he or she can count on such funds, may be turned back at the border.

The amounts deemed necessary are fixed individually and decisions are taken on a case-by-case basis. Account is taken of the length of stay, whether the foreign national will be staying with family or friends, whether he or she has a ticket for the return journey and whether a guarantee has been given for the stay (as an indication, an amount of NOK 500 per day is deemed to be adequate for visitors who are not staying with relations or friends).

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## ANNEX

**Uniform format for visa-stickers and information on their technical specifications and security features**

The technical and security features for the visa-sticker format are contained in, or adopted on the basis of, Council Regulation (EC) No 1683/95 of 29 May 1995 laying down a uniform format for visa stickers as last amended by Regulation (EC) No 414/2002.

(1995/1683/EC) 1995, p. 1  
 (2002/414/EC) 2002, p. 1

**COUNCIL REGULATION (EC) No 1683/95**

**of 29 May 1995**

**laying down a uniform format for visas**

THE COUNCIL OF THE EUROPEAN UNION,

Having regard to the Treaty establishing the European Community, in particular Article 100c (3) thereof,

Having regard to the proposal from the Commission,

Having regard to the opinion of the European Parliament,

Whereas

Article 100c (3) of the Treaty requires the Council to adopt measures relating to a uniform format for visas before 1 January 1996;

Whereas the introduction of a uniform format for visas is an important step towards the harmonisation of visa policy; whereas Article 7a of the Treaty stipulates that the internal market shall comprise an area without internal frontiers in which the free movement of persons is ensured in accordance with the provisions of the Treaty; whereas this step is also to be regarded as forming a coherent whole with measures falling within Title VI of the Treaty on European Union;

Whereas it is essential that the uniform format for visas should contain all the necessary information and meet very high technical standards, notably as regards safeguards against counterfeiting and falsification; whereas it must also be suited to use by all the Member States and bear universally recognisable security features which are clearly visible to the naked eye;

Whereas this Regulation only lays down such specifications as are not secret; whereas these specifications need to be supplemented by further specifications which must remain secret in order to prevent counterfeiting and falsification and which may not include personal data or references to such data; whereas powers to adopt further specifications should be conferred on the Commission;

Whereas, to ensure that the information referred to is not made available to more persons than necessary, it is also essential that each Member State should designate not more than one body having responsibility for printing the uniform format for visas, with Member States remaining free to change the body, if need be; whereas, for security reasons, each Member State must communicate the name of the competent body to the Commission and the other Member States;

Whereas, to be effective, this Regulation should apply to all visas covered by Article 5; whereas Member States should be free also to use the uniform visa format for visas which can be used for purposes other than those covered by Article 5 provided differences visible to the naked eye are incorporated to make confusion with the uniform visa impossible;

Whereas, with regard to the personal data to be entered on the uniform format for visas in accordance with the Annex hereto, compliance should be ensured with Member States' data-protection provisions as well as with the relevant Community legislation,

HAS ADOPTED THIS REGULATION:

*Article 1*

Visas issued by the Member States in conformity with Article 5 shall be produced in the form of a uniform format (sticker). They shall conform to the specifications set out in the Annex.

*Article 2*

Further technical specifications which render the visa difficult to counterfeit or falsify shall be laid down in accordance with the procedure set out in Article 6.

*Article 3*

1. The specifications referred to in Article 2 shall be secret and not be published. They shall be made available only to bodies designated by the Member States as responsible for printing and to persons duly authorised by a Member State or the Commission.

2. Each Member State shall designate one body having responsibility for printing visas. It shall communicate the name of that body to the Commission and the other Member States. The same body may be designated by two or more Member States for this purpose. Each Member State shall be entitled to change its designated body. It shall inform the Commission and the other Member States accordingly.

*Article 4*

1. Without prejudice to the relevant more extensive provisions concerning data protection, an individual to whom a visa is issued shall have the right to verify the personal particulars entered on the visa and, where appropriate, to ask for any corrections or deletions to be made.

2. No information in machine-readable form shall be given on the uniform format for visas unless it also appears in the boxes described in points 6 to 12 of the Annex, or unless it is mentioned in the relevant travel document.

*Article 5*

For the purposes of this Regulation a 'visa' shall mean an authorisation given by a or a decision taken by a Member State which is required for entry into its territory with a view to:

- an intended stay in that Member State or in several Member States of no more than three months in all,
- transit through the territory or airport transit zone of that Member State or several Member States.

*Article 6*

1. Where reference is made to the procedure defined in this Article, the following provisions shall apply.

2. The Commission shall be assisted by a committee composed of the representatives of the Member States and chaired by the representative of the Commission.

The representative of the Commission shall submit to the committee a draft of the measures to be taken. The committee shall deliver its opinion on the draft within a time limit which the chairman may lay down according to the urgency of the matter. The opinion shall be delivered by the majority laid down in article 148(2) of the Treaty in the case of decisions which the Council is required to adopt on a proposal from the Commission. The votes of the representatives of the Member States within the committee shall be weighted in the manner set out in that Article. The chairman shall not vote.

3. (a) The Commission shall adopt the measures envisaged if they are in accordance with the opinion of the committee.

(b) If the measures envisaged are not in accordance with the opinion of the committee, or if no opinion is delivered, the Commission shall, without delay, submit to the Council a proposal relating to the measures to be taken. The Council shall act by a qualified majority.

If, on the expiry of a period of two months, the Council has not acted, the proposed measures shall be adopted by the Commission, save where the Council has decided against the said measures by a simple majority.

*Article 7*

Where Member States use the uniform visa format for purposes other than those covered by Article 5, appropriate measures must be taken to ensure that confusion with the visa referred to in Article 5 is not possible.

*Article 8*

This Regulation shall enter into force not the twentieth day following that of its publication in the *Official Journal of the European Communities*.

Article 1 shall become applicable six months after the adoption of the measures referred to in Article 2.

This Regulation shall be binding in its entirety and directly applicable in all Member States.

Done at Brussels, 29 May 1995.

*For the Council*  
*The President*  
H. de CHARETTE



## ANNEX

**Security features**

1. A sign consisting of nine ellipses in a fan-shape shall appear in this space.
2. An optically variable mark ('kinegram' or equivalent) shall appear in this space. Depending on the angle of view, 12 stars, the letter 'E' and a globe become visible in various sizes and colours.
3. The logo consisting of a letter or letters indicating the issuing Member State (or 'BNL' in the case of the Benelux countries, namely Belgium, Luxembourg and the Netherlands) with a latent image effect shall appear in this space. This logo shall appear light when held flat and dark when turned by 90°. The following logos shall be used: A for Austria, BNL for Benelux, D for Germany, DK for Denmark, E for Spain, F for France, FIN for Finland, GR for Greece, I for Italy, IRL for Ireland, P for Portugal, S for Sweden, UK for the United Kingdom.
4. The word 'visa' in capital letters shall appear in the middle of this space in optically variable colouring. Depending on the angle of view, it shall appear green or red.
5. This box shall contain the number of the visa, which shall be pre-printed and shall begin with the letter or letters indicating the issuing country as described in point 3 above. A special type shall be used.

**Sections to be completed**

6. This box shall begin with the words 'valid for'. The issuing authority shall indicate the territory or territories for which the visa is valid.
7. This box shall begin with the word 'from' and the word 'until' shall appear further along the line. The issuing authority shall indicate here the period of validity of the visa.
8. This box shall begin with the words 'number of entries' and further along the line the words 'duration of stay' (i.e. duration of applicants' intended stay) and again 'days' shall appear.
9. This box shall begin with the words 'issued in' and shall be used to indicate the place of issue.
10. This box shall begin with the word 'on' (after which the date of issue shall be filled in by the issuing authority) and further along the line the words 'number of passport' shall appear (after which the holder's passport number shall appear).

11. This box shall begin with the words 'type of visa'. The issuing authority shall indicate the category of visa in conformity with Articles 5 and 7 of this Regulation.
12. This box shall begin with the word 'remarks'. It shall be used by the issuing authority to indicate any further information which is considered necessary, provided that it complies with Article 4 of this Regulation. The following two and a half lines shall be left empty for such remarks.
13. This box shall contain the relevant machine-readable information to facilitate external border controls.

The paper shall be pastel green with red and blue markings.

The words designating the boxes shall appear in English and French. The issuing State may add a third official Community language. However, the word 'visa' in the top line may appear in any one official language of the Community.

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**COUNCIL REGULATION (EC) No 334/2002****of 18 February 2002****amending Regulation (EC) No 1683/95 laying down a uniform format for visas**

THE COUNCIL OF THE EUROPEAN UNION,

Having regard to the Treaty establishing the European Community, and in particular Article 62(2)(b)(iii) thereof,

Having regard to the proposal from the Commission <sup>(1)</sup>,

Having regard to the opinion of the European Parliament <sup>(2)</sup>,

Whereas:

- (1) Council Regulation (EC) No 1683/95 <sup>(3)</sup> laid down a uniform format for visas.
- (2) Measure No 38 of the Vienna Action Plan, adopted by the Justice and Home Affairs Council on 3 December 1998, states that attention must be given to new technical developments in order to ensure, where appropriate, greater security in the uniform format for visas.
- (3) Conclusion No 22 of the Tampere European Council of 15 and 16 October 1999 states that a common active policy on visas and false documents should be further developed.
- (4) The establishment of a uniform visa format is an essential element in the harmonisation of visa policy.
- (5) It is necessary to make provision for the establishment of common standards relating to the implementation of the uniform format for visas, in particular common rules on the technical methods and standards to be used for filling in the form.
- (6) The integration of a photograph produced according to high security standards is a first step towards the use of elements establishing a more reliable link between the uniform format visa and the holder as an important contribution to ensuring that the uniform format for visas is protected even against fraudulent use. The specifications set out in ICAO (International Civil Aviation Organisation) document 9303 on machine readable visas will be taken into account.
- (7) Common standards relating to the implementation of the uniform format for visas are essential to meet high technical standards and to facilitate detection of forged or falsified visa stickers.
- (8) The powers to adopt such common standards should be conferred on the Committee set up by Article 6 of Regulation (EC) No 1683/95 which should be adapted to take account of Council Decision 1999/468/EC of 28 June 1999 laying down the procedures for the exercise of implementing powers conferred on the Commission <sup>(4)</sup>.
- (9) Regulation (EC) No 1683/95 should therefore be amended.
- (10) The measures provided for in this Regulation to make the uniform format for visas more secure do not affect the rules currently governing recognition of the validity of travel documents.
- (11) The conditions governing entry into the territory of the Member States or the issue of visas do not affect the rules currently governing recognition of the validity of travel documents.
- (12) As regards the Republic of Iceland and the Kingdom of Norway, this Regulation constitutes a development of the provisions of the Schengen acquis falling within the area referred to in Article 1, point B, of Council Decision 1999/437/EC of 17 May 1999 on certain arrangements for the application of the Agreement concluded by the Council of the European Union and the Republic of Iceland and the Kingdom of Norway concerning the association of those two States with the implementation, application and development of the Schengen acquis <sup>(5)</sup>.
- (13) In accordance with Article 3 of the Protocol on the position of the United Kingdom and Ireland annexed to the Treaty on European Union and to the Treaty establishing the European Community, the United Kingdom gave notice, by letter of 4 December 2001, of its wish to take part in the adoption and application of this Regulation.

<sup>(1)</sup> OJ C 180 E, 26.6.2001, p. 310.

<sup>(2)</sup> Opinion delivered on 12 December 2001 (not yet published in the Official Journal).

<sup>(3)</sup> OJ L 164, 14.7.1995, p. 1.

<sup>(4)</sup> OJ L 184, 17.7.1999, p. 23.

<sup>(5)</sup> OJ L 176, 10.7.1999, p. 31.

- (14) In accordance with Article 1 of the Protocol on the position of the United Kingdom and Ireland annexed to the Treaty on European Union and to the Treaty establishing the European Community, Ireland is not participating in the adoption of this Regulation. As a result, and without prejudice to Article 4 of the said Protocol, the provisions of this Regulation do not apply to Ireland,

3. The Committee shall adopt its rules of procedure.

(\*) OJ L 184, 17.7.1999, p. 23.'

3. The following subparagraph shall be added to Article 8:

'The integration of the photograph provided for in point 2a of the Annex shall be implemented at the latest five years after the adoption of the technical measures provided for the adoption of this measure in Article 2.'

4. The following point shall be inserted in the Annex:

'2a. An integrated photograph produced according to high security standards.'

HAS ADOPTED THIS REGULATION:

#### *Article 1*

Regulation (EC) No 1683/95 is hereby amended as follows:

1. Article 2 shall be replaced by the following

#### *'Article 2*

1. Further technical specifications for the uniform format for visas relating to the following shall be established in accordance with the procedure referred to in Article 6(2):

- (a) additional elements and security requirements including enhanced anti-forgery, counterfeiting and falsification standards;
- (b) technical standards and methods to be used for the filling in of the uniform visa.

2. The colours of the visa sticker may be changed in accordance with the procedure referred to in Article 6(2).'

2. Article 6 shall be replaced by the following:

#### *'Article 6*

- 1. The Commission shall be assisted by a committee.
- 2. Where reference is made to this paragraph, Articles 5 and 7 of Decision 1999/468/EC (\*) shall apply.

The period laid down in Article 5(6) of Decision 1999/468/EC shall be set at two months.

#### *Article 2*

The first sentence of Annex 8 of the final version of the Common Consular Instructions and Annex 6 of the final version of the Common Manual as they stand following the Decision of the Schengen Executive Committee of 28 April 1999 <sup>(1)</sup> shall be replaced by the following:

'The technical and security features for the visa sticker format are contained in, or adopted on the basis of, Council Regulation (EC) No 1683/95 of 29 May 1995 laying down a uniform format for visas (\*), as last amended by Regulation (EC) No 334/2002 (\*\*).

(\*) OJ L 164, 14.7.1995, p. 1.

(\*\*) OJ L 53, 23.2.2002, p. 7.'

#### *Article 3*

This Regulation shall not affect the powers of the Member States regarding recognition of the States and territorial entities and passports, identity documents and travel documents issued by their authorities.

#### *Article 4*

This Regulation shall enter into force on the 20th day following that of its publication in the *Official Journal of the European Communities*.

This Regulation shall be binding in its entirety and directly applicable in the Member States in accordance with the Treaty establishing the European Community.

Done at Brussels, 18 February 2002.

*For the Council*  
*The President*  
 J. PIQUÉ I CAMPS

<sup>(1)</sup> OJ L 239, 22.9.2000, p. 317.

## ANNEX 9

**CONFIDENTIAL**

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## ANNEX 10

**CONFIDENTIAL**

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## ANNEX 11

**Criteria for determining whether a travel document may bear a visa**

The travel documents outlined below shall be considered valid for the purposes of Article 17(3)(a) of the Convention implementing the Schengen Agreement, provided that they attest to the holder's identity and, in the cases mentioned under (a) and (b) below, the holder's nationality or citizenship and provided that they fulfil the conditions under Articles 13 and 14.

- (a) Travel documents issued in accordance with international rules applied by countries or regional and local bodies recognised by all Member States.
- (b) Passports or travel documents which, although issued by countries or international bodies not recognised by all Member States, guarantee the alien's return, provided that the Executive Committee recognises these as valid documents on which to affix a joint visa (alternatively affixed on a separate sheet). The unanimous approval of the Executive Committee shall be required for:
  - the list of these passports or travel documents,
  - the list of countries or entities that are not recognised, which have issued documents.

The possible compilation of these lists, which shall only apply to the requirements for implementing the Schengen Convention, shall not prejudice Member States' recognition of countries or regional and local entities that are not recognised.

- (c) Travel documents for refugees, issued in accordance with the Convention of 1951 on the Status of Refugees.
- (d) Travel documents for stateless persons issued in accordance with the Convention of 1954 on the Status of Stateless Persons <sup>(1)</sup>.

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<sup>(1)</sup> Portugal and Austria, although not Contracting Parties to this Convention, accept that travel documents issued in accordance with this Convention may bear the uniform visa issued by the Schengen States.

## ANNEX 12

**Fees to be charged, in euro, corresponding to the administrative costs of processing the visa application <sup>(1)</sup>**

A. Airport transit visas	10 EUR
B. Transit visas (one, two or multiple entries)	10 EUR
C1. Very short-stay visas (maximum 30 days)	15 to 25 EUR
C2. Short-stay visas (maximum 90 days)	EUR 30 + EUR 5 from the 2nd entry, when there are multiple entries
C3. Multiple entry visas, valid for one year	50 EUR
C4. Multiple entry visas, valid for max. five years	EUR 50 + EUR 30 for each additional year
D. National long-stay visas	The amount shall be fixed by the Contracting Parties, who may decide to issue these visas free of charge
— Visa with limited territorial validity	The amount shall be at least equal to 50 % of the amount fixed for Category A, B and C visas
— Visas issued at the border	The amount shall be double that of the category of visa issued. These visas may be issued free of charge
— Group visas, Categories A and B (five to 50 persons)	EUR 10 + EUR 1 per person
— Group visas, Category C1 (30 days), 1 or 2 entries (five to 50 persons)	EUR 30 + EUR 1 per person
— Group visas, Category C1 (30 days), more than 2 entries (five to 50 persons)	EUR 30 + EUR 3 per person

These fees are to be charged in euro, in US dollars or in the national currency of the third country where the application is made.

*Rules:*

- I. These fees shall be paid in a convertible currency or in the national currency on the basis of the official exchange rates in application.
- II. In individual cases, the amount of fees to be charged may be reduced or may be revoked in accordance with national law when this protects cultural interests, in the field of foreign policy, development policy or other areas of vital public interests.
- III. Group visas are issued in accordance with national law, for a maximum of 30 days.

<sup>(1)</sup> In accordance with Council Decision 2002/44/EC of 20 December 2002 (OJ L 20, 23.1.2002, p. 5):

1. This Decision shall apply as from 1 July 2004 at the latest.
2. Member States may apply this Decision before 1 July 2004, provided that they notify the General Secretariat of the Council of the date from which they are in a position to do so.
3. If all the Member States apply this Decision before 1 July 2004, the General Secretariat of the Council shall publish in the *Official Journal of the European Communities* the date from which the last Member State applied the Decision.

## ANNEX 13

**Filling in visa stickers**

*Please note:* in general, visas can be issued at the earliest three months before they are first used

**AIRPORT TRANSIT VISAS (ATVs)**

It is pointed out that only nationals of certain 'sensitive' countries (see Annex 3) are subject to an ATV. ATV holders may not leave the international section of the airport through which they travel in transit.

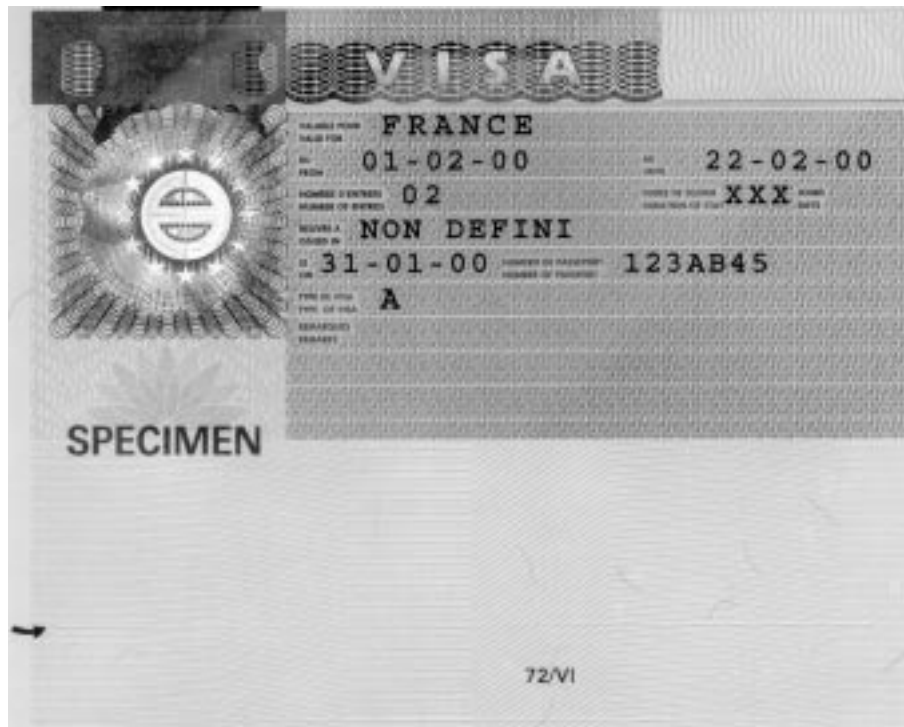
**Example 1****SINGLE-ENTRY AIRPORT TRANSIT VISAS**

- Type of visa: ATVs bear the identification code A.
- The single-entry ATV gives access to one country only (France in this example).
- The duration of validity is calculated from the date of departure (e.g. 01.02.00); the term is established by adding a period of grace of seven days in case the visa holder postpones departure.
- ATVs do not give right to residence, the heading 'residence' should be crossed out with XXX.



**Example 2a**

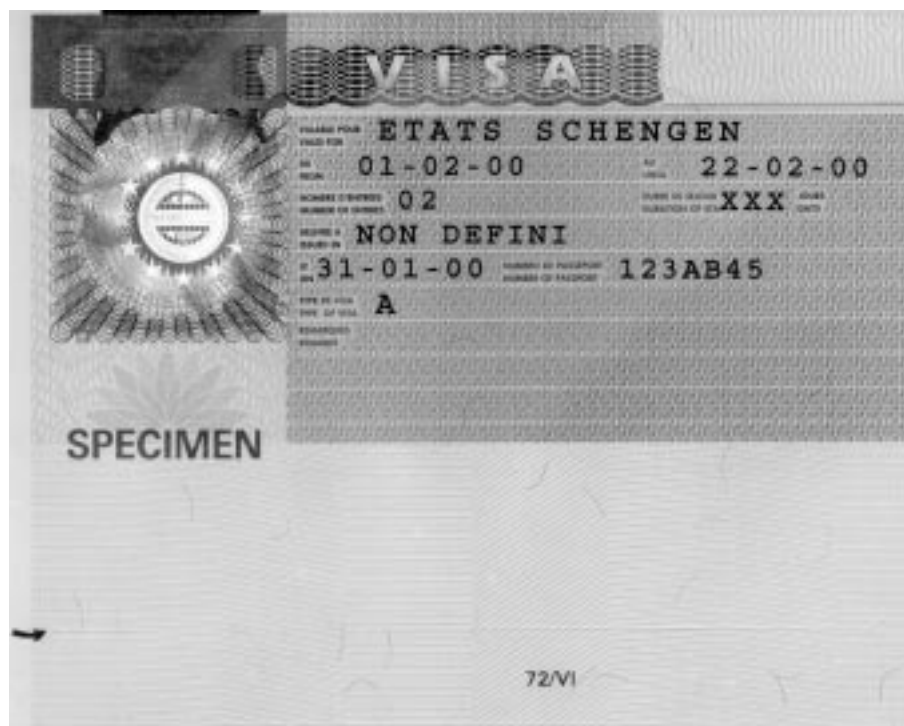
DUAL-ENTRY (RETURN) ATVs

*(valid in one country only)*

- The return ATV authorises airport transit for both outward and return journeys.
- The duration of the visa's validity is calculated as follows: date of the return journeys + seven days (in the example shown: Return date 15.02.00).
- If transit is foreseen through one airport only, the name of the country concerned is filled in under the heading 'valid for' (Example 2a). If transit is made exceptionally via 2 different Schengen countries on the outward and return journeys, the visa is marked 'Schengen States' (see Example 2b below).

**Example 2b**

DUAL-ENTRY ATVs  
(valid in several countries)



- 'Schengen States' should be filled in under the heading 'valid for' to enable transit via two airports situated in two different countries.

**Example 3**

## MULTIPLE-ENTRY ATVs

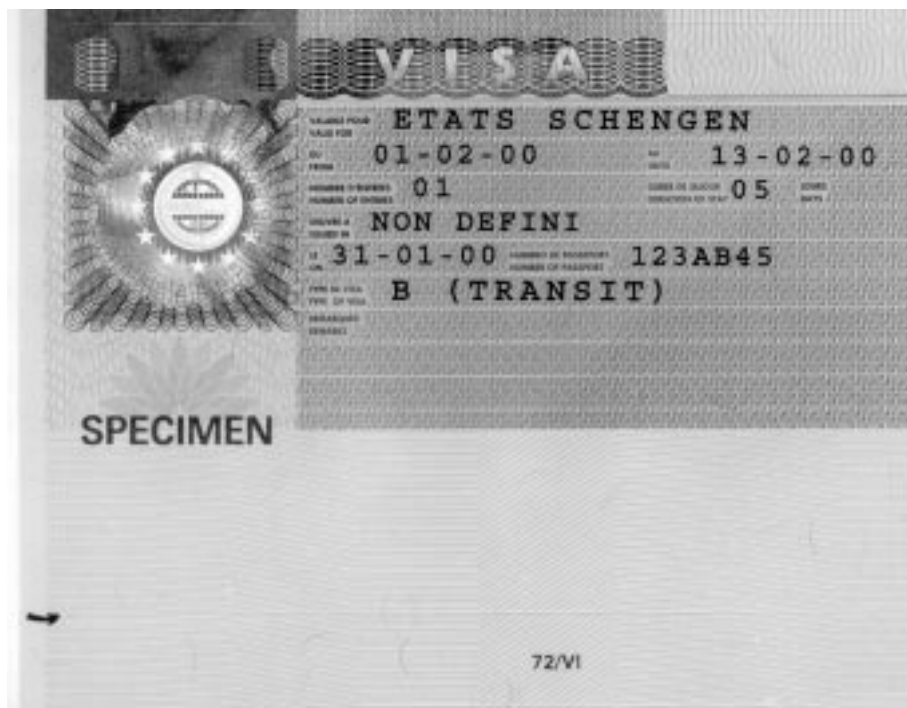
*(should only be issued in exceptional cases)*

- In the case of multiple-entry ATVs (enabling several transits) the term of the visa's validity is calculated as follows:  
date of first departure + three months.
- For filling in the heading 'valid for', the same rule applies as to dual-entry ATVs.

## TRANSIT VISAS

*Example 4*

## SINGLE-ENTRY TRANSIT VISAS



- Type of visa: the transit visa bears the identification code B. It is recommended to add the word 'TRANSIT'.
- The duration of validity is calculated from the date of departure (e.g. 01.02.00). The term is fixed as follows: date of departure + (five days maximum) + seven days (period of grace in case the visa holder postpones departure).
- The duration of the transit may not exceed five days.

*Example 5*

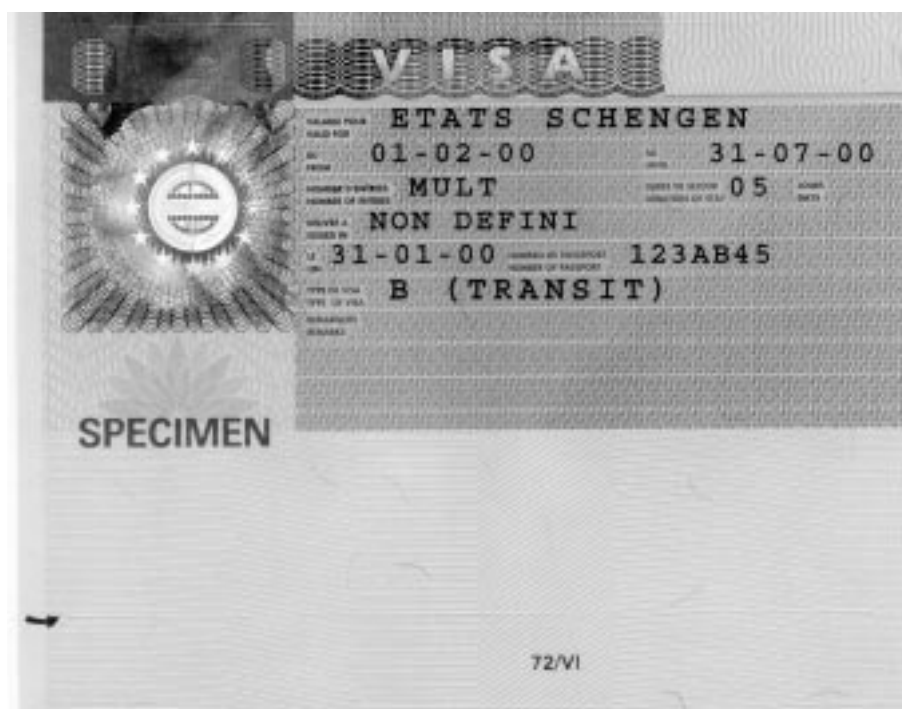
## DUAL-ENTRY TRANSIT VISAS



- The duration of validity: when the date of different transit journeys is not known, which is generally the case, the period of validity is calculated as follows: date of departure + six months.
- The duration of the transit may not exceed five days.

**Example 6**

## MULTIPLE-ENTRY TRANSIT VISAS



- The duration of validity is calculated in the same way as for dual-entry transit visas (see Example 5).
- The duration of the stay may not exceed five days in transit.

**SHORT-STAY VISAS***Example 7*

## SINGLE-ENTRY SHORT-STAY VISAS



- Type of visa: the short-stay visa bears the identification code C.
- The duration of the visa's validity is calculated as follows: from the date of departure (e.g. 01.02.00). The period is fixed as follows: date of departure + duration of stay + 15-day period of grace.
- The duration of the stay may not exceed 90 days in any six-month period (30 days in the example shown here).

**Example 8**

## MULTIPLE-ENTRY SHORT-STAY VISA



- The duration of validity is calculated from the date of departure + six months maximum on the basis of the documentary evidence provided.
- The duration of the stay may not exceed 90 days in any six-month period (in the example shown here, but the duration may also be less). The duration of the stay is that of the cumulative total of successive stays. This is also based on the documentary evidence provided.



**Example 9**

## SHORT-STAY TRAVEL VISA



- This is a multiple-entry short-stay visa which is valid for over 6 months or one, two, three years, five years in exceptional cases (e.g.V.I.P.s). In the example shown here the validity is three years.
- Same rules apply to the duration of the stay as in Example 8 (90 days maximum).

**VISAS WITH LIMITED TERRITORIAL VALIDITY (LTV visas)**

The LTV visa can be either a short-stay visa or a transit visa.

The limitation of validity may apply to one or to several States.

**Example 10****SHORT-STAY LTV visas, ONE COUNTRY ONLY**

- In this example, the territorial validity is limited to one country only, i.e. France.
- The short-stay LTV visa bears the identification code C (in the same way as Example 7)

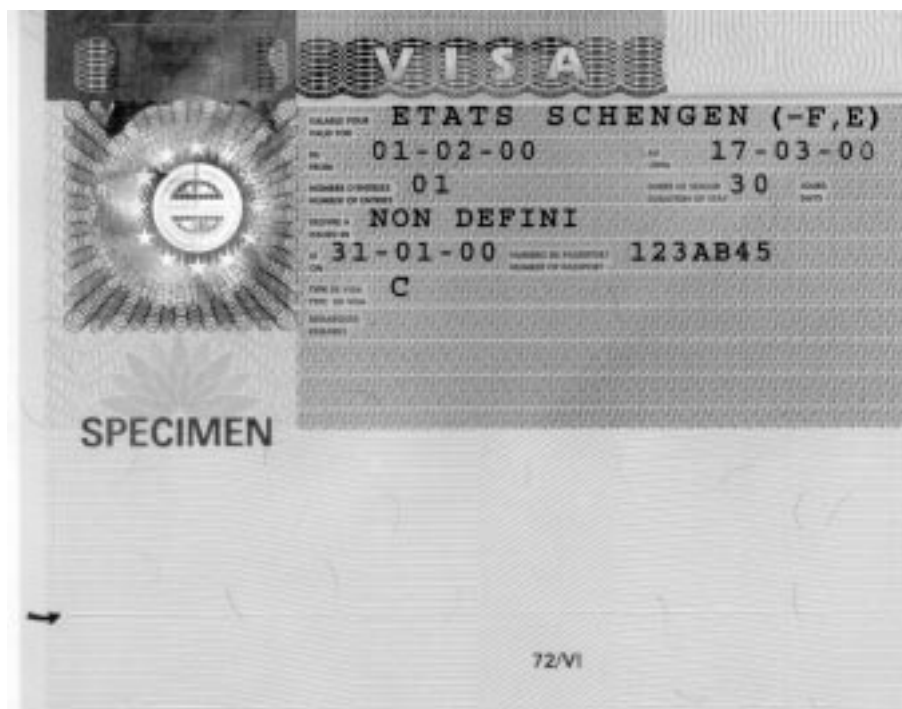
**Example 11****SHORT-STAY LTV VISAS, VALIDITY LIMITED TO SEVERAL COUNTRIES**

In this case, the 'valid for' heading shall be filled in:

- either by the codes indicating the countries for which the visa is valid (Belgium: B, Denmark: DK, Germany: D, Greece: GR, Spain: E, France: F, Italy: I, Luxembourg: L, Netherlands: NL, Austria: A, Portugal: P, Finland: FIN, Sweden: S, Iceland: IS, Norway: N. In the case of the Benelux countries: BNL). In the example shown, the territorial validity is limited to France and Spain.



- or by the words ‘Schengen States’ followed in brackets by the minus sign and the codes of the Member States for the territories of which the visa is not valid. In the example shown, the visa is valid for the territory of all the Member States applying the Schengen acquis except France and Spain.



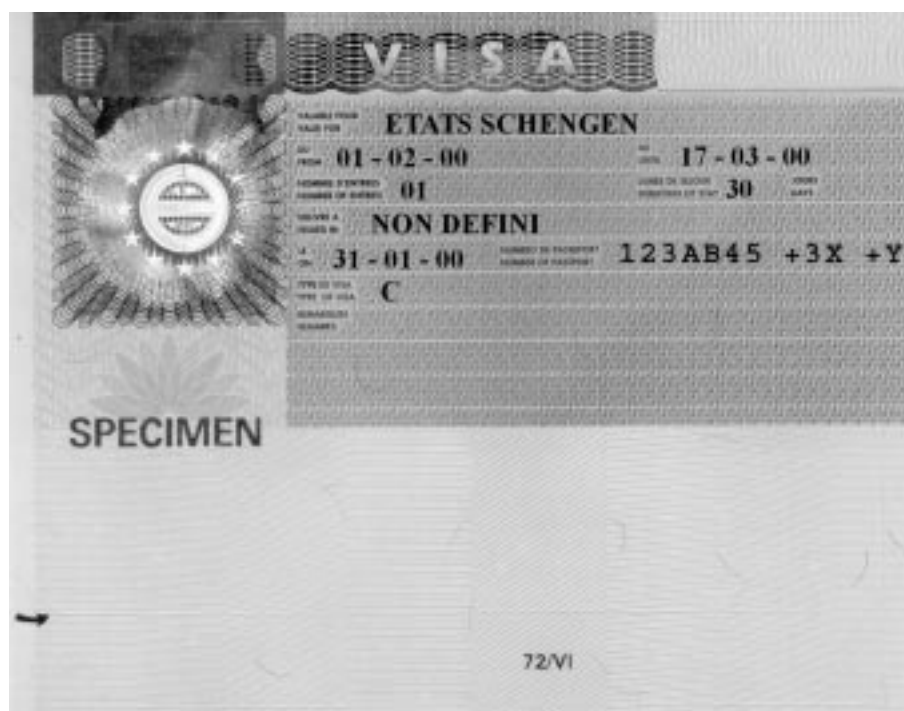
**Example 12**

TRANSIT LTV visas, ONE COUNTRY



- The transit visa bears the identification code B under the heading for the type of visa.
- In the example shown, the visa is limited to French territory.

## ACCOMPANYING PERSONS

*Example 13*

- In this case, one or more children and in exceptional circumstances, a spouse travel on one passport.
- If one or more children travelling on the travel document are covered by a visa, under the heading 'passport number', after the passport number, + nX is added, indicating the number of children, and if a spouse is travelling on the passport + Y is added. In the example shown here (single-entry, short-stay visa, with a duration of stay 30 days) the visa is issued for the passport holder, three children and the passport holder's spouse.

## VISA ISSUED BY REPRESENTATION

## Example 14



The above visa was issued by a consular post of a Schengen State representing another Schengen State.

In this case, under the heading 'Observations', the letter 'R' must be filled in, followed by the country code of the country on whose behalf the visa was issued.

The country codes to be used are as follows:

Belgium:	B
Denmark:	DK
Germany:	D
Greece:	GR
Spain:	E
France:	F
Italy:	I
Luxembourg:	L
The Netherlands:	NL
Austria:	A
Portugal:	P
Finland:	FIN
Sweden:	S
Iceland:	IS
Norway:	N

In the above example, the Belgian Embassy in Brazzaville issued a visa on behalf of Spain.

# NATIONAL LONG-STAY VISA VALID CONCURRENTLY AS A SHORT-STAY VISA

## Example 15

- In this case the 'VALID FOR' heading is to be filled in with the code of the country which issued the long-stay visa + the words 'Schengen States'.
- This example shows a national long-stay visa issued by France and valid concurrently as a uniform short-stay visa.
- A long-stay visa valid concurrently as a short-stay visa bears the identification code D + C.

## SUMMARY

	'VALID FOR'	'TYPE'	'NUMBER OF ENTRIES'	'FROM ... TO'		'MAXIMUM DURATION OF EACH STAY' (in days)
Airport transit visas (ATVs)	SCHENGEN STATES or FRANCE (for example)	A	01	Date of departure	Date of departure + 7 days	XXX
			02	Date of departure	Date of return + 7 days	
			MULT <sup>(1)</sup>	Date of 1st departure	Date of 1st departure + number of months authorised (maximum 3 months)	
Transit visas	SCHENGEN STATES or FRANCE (for example)	B	01	Date of departure	Date of departure + duration of stay + 7 days	XXX or from 1—5
			02	Date of 1st departure	Date of 1st departure + number of months authorised (maximum 6 months)	
			MULT <sup>(1)</sup>	Date of 1st departure		
Short-stay visas	SCHENGEN STATES or FRANCE (for example)	C	01	Date of departure	Date of departure + duration of stay + 15 days	from 1—90
			MULT <sup>(2)</sup>	Date of 1st departure	Date of 1st departure + number of months authorised (maximum 5 years)	
Long-stay valid concurrently as a short-stay visa	FRANCE (for example) + SCHENGEN STATES	D + C				

<sup>(1)</sup> MULT indicates multiple journeys, i.e. more than two entries.

<sup>(2)</sup> MULT indicates multiple journeys, i.e. more than one entry.



## ANNEX 14

**Rules and procedures governing information to be sent by Contracting Parties when issuing visas with limited territorial validity, when cancelling, revoking and reducing the duration of validity of uniform visas and when issuing national residence permits****1. INFORMATION WHEN ISSUING VISAS WITH LIMITED TERRITORIAL VALIDITY****1.1. General conditions**

In order that authorisation to enter the national territory of Schengen Contracting Parties can be granted, nationals from a third country should generally fulfil the conditions laid down in Article 5(1) of the Convention implementing the Schengen Agreement.

If a national from a non-member country does not fulfil all these conditions, entry or the issue of a visa shall be refused except if a Contracting Party considers it necessary to derogate from this rule for humanitarian reasons, on grounds of national interest, or due to international obligations. In such cases, the Contracting Party concerned may only issue a visa with limited territorial validity (LTV) and must inform the other Contracting Parties (Articles 5(2) and (16) of the Schengen Convention).

The issue of short-stay LTVs is in accordance with the Schengen Convention and the Common Consular Instructions on Visas (SCH/II-Visa(93)11, 6 Rev. 4 corr. Chapter V(3)) generally subject to the following conditions:

- (a) LTVs are issued by way of exception. The conditions under which this type of visa is issued shall be carefully examined on a case by case basis;
- (b) this does not mean that the Schengen Contracting Parties will use and abuse the possibility to issue LTVs; this would not be in keeping with the principles and objectives of Schengen. Given that the number of LTVs being issued will most probably be small, it is not necessary to envisage an automated procedure for informing the other Contracting Parties.

**1.2. Rules of procedure**

When defining rules of procedure governing the information to be sent by Contracting Parties when issuing LTVs, a distinction shall be made between visas issued by diplomatic and consular representations and visas issued by the border authorities. The rules of procedure in use are as follows:

**1.2.1. Issue of visas by diplomatic and consular representations**

In general, the rules laid down for the provisional arrangements for consultation with the central authorities (Article 17(2) of the Schengen Convention) shall apply *mutatis mutandis* to the information procedure used by the other Contracting Parties (see Document SCH/II-Visa (94)7). Where different rules are used, these shall be notified by the Contracting Parties concerned. In general, information shall be sent within 72 hours.

**1.2.2. Issue of visas by the border authorities**

In this case, information shall be sent within 72 hours to the central authorities of the other Contracting Parties.

**1.2.3. The Contracting Parties must designate which contact points should receive this information.****1.2.4. When setting up an automated procedure to enable consultation between the central authorities (Article 17(2), of the Schengen Convention), this shall include a provision ensuring that other Contracting Parties are informed of the issue of an LTV where the LTV is issued as a result of an objection to the issue of a Schengen visa on the part of one (or more) Contracting Party/Parties), in the framework of consultation. Where LTVs are issued in other circumstances, this procedure cannot be used for sending information between States.**

1.2.5. The following information shall be sent to the Contracting Parties:

Surname, first name, and date of birth of visa holder

Nationality of visa holder

Date and place of issue of LTV

Reasons for issuing visas with limited territorial validity:

- humanitarian reasons,
- reasons of national interest,
- international obligations,
- travel document which is not valid in all Contracting Parties,
- second issue of a visa within a six-month period,
- in emergencies, there was no consultation with the central authorities,
- the central authorities of a Contracting Party raised objections during consultation.

2. CANCELLING, REVOKING AND REDUCING THE DURATION OF VALIDITY OF A UNIFORM VISA

In accordance with the principles adopted by the Committee Executive when cancelling, revoking and reducing the duration of a uniform visa's validity (SCH/Com-ex (93)24), the following information must be sent to the other Contracting Parties:

2.1. **Cancelling visas**

Cancelling a Schengen visa aims to prevent persons entering the territory of the Contracting Parties when it transpires after a visa has been issued that these persons do not fulfil the conditions warranting the issue of a visa.

Contracting Parties who cancel a visa issued by another Contracting Party shall generally inform the central authorities of the issuing State within 72 hours.

This notification shall contain the following information:

Surname, first name, and date of birth of visa holder

Nationality of visa holder

Type and number of travel document

Number of the sticker-visa

Category of visa

Date and place of visa issue

Date and reasons for cancellation.

2.2. **Revoking visas**

Revoking a visa permits cancellation, even after entry to the territory, of the remaining duration of a visa's validity.

A Contracting Party who revokes a uniform visa shall generally inform the issuing Contracting Party within 72 hours. This notification shall contain the same information as mentioned under point 2.1.

### 2.3. Reducing the duration of a visa's validity

When a Schengen State reduces the duration of validity of a visa issued by another Contracting Party, it shall generally inform this Contracting Party's central authorities within 72 hours. This notification shall contain the same information as mentioned under point 2.1.

### 2.4. Procedure

The information sent to the Contracting Party who issued the visa when the duration of visa's validity is cancelled, revoked or reduced shall generally be sent to the central authority designated by this Contracting Party.

## 3. INFORMATION ON NATIONAL RESIDENCE PERMITS (ARTICLE 25)

Article 25(1) lays down that where a Contracting Party considers issuing a residence permit to an alien for whom an alert has been issued for the purposes of refusing entry, it shall first consult the issuing Contracting Party and shall take account of its interests: the residence permit shall be issued only for serious reasons, in particular of a humanitarian nature or arising from international obligations.

The second subparagraph in Article 25(1) provides that the Contracting Party issuing the alert shall withdraw the alert, but may still put the alien concerned on its national list of alerts.

The application of the provisions mentioned above involves two instances of information transmission between the Contracting Party intending to issue the residence permit and the Contracting Party issuing the alert:

- prior consultation with the Contracting Party issuing the alert to take account of its interests, and
- information about the issue of the residence permit, so that the Contracting Party issuing the alert can withdraw it.

In accordance with the provisions of Article 25(2) of the Schengen Convention, the issuing Contracting Party issuing the alert must also undertake consultation if it only transpires *a posteriori*, i.e. after the residence permit has been issued, that an alert has been issued for the purposes of refusing entry to the holder of the residence permit.

In view of the underlying principles of the Schengen Convention, the issue of a residence permit to nationals from a third country for whom an alert has been issued for the purposes of refusing entry by one of the Contracting Parties shall also be limited to exceptional circumstances.

With regard to the consultation referred to in Article 25 of the Convention, this action is highly dependent on the functioning of the Schengen Information System (SIS). It should be examined if this information could be sent via the forthcoming SIRENE procedure.

The rules of procedure outlined in this note shall be reexamined from the point of view of their practical applicability at the latest 12 months after the Convention implementing the Schengen Agreement has been brought into force.

---

## ANNEX 15

**Model harmonised forms providing proof of invitation, sponsorship and accommodation drafted by the Contracting Parties**



Bundesdruckerei  
Artikel-Nr. 10150

Ich der/die Unterzeichnende Je, soussigné(e) I, the undersigned

Name / Nom / Surname



Vorname(n) / Prénom(s) / First name

Geburtstag und -ort / Né(e) le/à / Date and place of birth

Staatsangehörigkeit / Nationalité / Nationality

Identitätsdokument<sup>(1)</sup> / Aufenthaltstitel<sup>(2)</sup> / Document d'identité<sup>(1)</sup> / Titre de séjour<sup>(2)</sup>  
Identity card<sup>(1)</sup> / Residence title<sup>(2)</sup>

wohnhaft in / Adresse / Address

Beruf / Profession / Profession

Zuständige Behörde  
Autorité compétente  
Competent authority

verpflichte mich gegenüber der Ausländerbehörde / Auslandsvertretung, für m'engage auprès du service des étrangers/de la représentation diplomatique à héberger take full responsibility towards the aliens authority/diplomatic representation for accommodating

Name / Nom / Surname

Vorname(n) / Prénom(s) / First name

Geburtstag und -ort / Né(e) le/à / Date and place of birth

Staatsangehörigkeit / Nationalité / Nationality

Reisepass Nr. / Passeport n° / Passport No.

wohnhaft in / Adresse / Address

Verwandtschaftsbeziehung mit dem Antragsteller / Lien de parenté avec le demandeur / Family relationship to applicant

<sup>(1)</sup>  
Art / type / type  
Nummer / numéro / number

und folgende sie/ihn begleitende Personen, nur Ehegatten<sup>(3)</sup> / accompagné(e) de son conjoint<sup>(3)</sup> / accompanied by his or her spouse<sup>(3)</sup>

<sup>(2)</sup>  
Nur bei Ausländern, Art des Titels seulement pour les étrangers type de titre applicable to foreigners only, type of title

und Kinder<sup>(3)</sup> / accompagné(e) de ses enfants<sup>(3)</sup> / accompanied by children<sup>(3)</sup>

vom ... an bis zum ... / du ... au ... / from ... to ...

<sup>(3)</sup>  
Name / nom / surname  
Vorname / prénom / first name  
Geburtstag / date de naissance / date of birth  
Geschlecht / sexe / sex

nach § 84 des Ausländergesetzes die Kosten für den Lebensunterhalt und nach §§ 82 und 83 des Ausländergesetzes die Kosten für die Ausreise o. g. Ausländer/in zu tragen. et à prendre en charge le coût de la vie conformément au § 84 de la loi sur les étrangers et les frais de retour de l'étranger ci-dessus conformément aux §§ 82 et 83 de la loi sur les étrangers. and for bearing the living costs according to § 84 of the Aliens Act and the departure costs of the above foreigner according to §§ 82 and 83 of the Aliens Act.

(Siegel)

**cerfa**  
 n° 10798\*01

**Document souscrit en application du décret n° 82-442 du 27 mai 1982 modifié pris pour l'application de l'article 5 de l'ordonnance n° 45-2658 du 2 novembre 1945 modifiée relative aux conditions d'entrée et de séjour des étrangers en France**

**Je, soussigné(e)****Ich, der/die Unterzeichnende I, the undersigned**

nom / Name / name

prénom(s) / Vorname(n) / first name

né(e) le/à / Geburtstag und -ort / date and place of birth

nationalité / Staatsangehörigkeit / nationality

document d'identité<sup>(1)</sup> ou titre de séjour<sup>(1)</sup> / Identitätsdokument<sup>(1)</sup> oder Aufenthaltstitel<sup>(1)</sup> / identity document<sup>(1)</sup> or residence<sup>(1)</sup>

adresse complète / wohnhaft in / full address

 Département, commune  
 zuständige Verwaltung  
 Competent authority
**atteste  
pouvoir accueillir:****bescheinige, folgende  
Person(en) unterbringen  
zu können:****declare being  
able to accommodate:**

nom / Name / name

prénom(s) / Vorname(n) / first name

né(e) le/à / geboren am/in / born on/at

nationalité / Staatsangehörigkeit / nationality

passeport n° / Reisepass-Nr. / passport No.

adresse / wohnhaft in / address

accompagné(e) de son conjoint<sup>(2)</sup> / und folgende sie/ihn begleitende Personen, nur Ehegatten<sup>(2)</sup> / accompanied by spouse<sup>(2)</sup>accompagné(e) de ses enfants<sup>(2)</sup> / und Kinder<sup>(2)</sup> / accompanied by children<sup>(2)</sup>

<sup>(1)</sup>  
 type / Art / type  
 numéro / Nummer / number

<sup>(2)</sup>  
 nom / Name / surname  
 prénom / Vorname / first name  
 date de naissance / Geburtstag / date of birth  
 sexe / Geschlecht / sex

pendant (... jours) entre le ... et le ... / für (... Tage) zwischen dem ... und dem ... / for (... days)  
 from ... to ...



LA LOI N° 78-17 DU 6 JANVIER 1978 RELATIVE À L'INFORMATIQUE, AUX FICHIERS ET AUX LIBERTÉS s'applique aux réponses faites sur ce formulaire et garantit un droit d'accès et de rectification pour les données vous concernant auprès de la préfecture.

ARTICLE 21 DE L'ORDONNANCE DU 2 NOVEMBRE 1945 MODIFIÉE: toute personne française ou étrangère résidant en France ou sur le territoire d'un autre État partie à la convention de Schengen qui aura, par aide directe ou indirecte, facilité ou tenté de faciliter l'entrée, la circulation ou le séjour irrégulier d'un étranger en France ou sur le territoire d'un autre État partie de la convention de Schengen sera punie d'un emprisonnement de 5 ans et d'une amende de 200 000 F.

ARTICLE 441-5 DU CODE PÉNAL: le fait de procurer frauduleusement à autrui un document délivré par une administration publique aux fins de constater un droit, une identité ou d'accorder une autorisation est puni de 5 ans d'emprisonnement et de 500 000 F d'amende. Ces peines peuvent être portées à 7 ans d'emprisonnement et à 700 000 F d'amende dans les cas évoqués au deuxième alinéa du même article.

ARTICLE 441-6 DU CODE PÉNAL: le fait de se faire délivrer indûment, notamment en fournissant une déclaration mensongère, par une administration publique, un document destiné à constater un droit, une identité ou une qualité ou à accorder une autorisation est puni de 2 ans d'emprisonnement et de 200 000 F d'amende.

1°/Cas où l'accueil est assuré au domicile principal de l'hébergeant: réservé à l'administration

**adresse: se reporter à celle mentionnée au recto**

**justificatifs du domicile principal de l'hébergeant:**

2°/Cas où l'accueil est assuré au domicile secondaire de l'hébergeant: réservé à l'administration

**adresse complète:**

**justificatifs du domicile secondaire de l'hébergeant:**

L'hébergeant

L'autorité publique compétente:

J'atteste sur l'honneur l'exactitude des renseignements portés ci-dessus. **Date:**

**LU ET APPROUVÉ,**

**date et signature**

**signature et cachet**

L'autorité consulaire

Les services de contrôle à l'entrée sur le territoire

**date et cachet**

**date et cachet**

ANNEX 16 <sup>(1)</sup>**Specimen harmonised uniform visa application form**

---

<sup>(1)</sup> In accordance with Council Decision 2002/354/EC of 25 April 2002 (OJ L 123, 9.5.2002, p. 50) this Decision shall apply as from 1 January 2003.



Stamp of Embassy  
or Consulate

Photo

## Application for Schengen Visa

This application form is free

1. Surname(s) (family name(s))		For Embassy/Consulate use only
2. Surname(s) at birth (earlier family name(s))		
3. First names (given names)		
4. Date of birth (year-month-day)	5. ID-number (optional)	
6. Place and country of birth		
7. Current nationality/ies	8. Original nationality (nationality of birth)	
9. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	10. Marital status: <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Widow(er) <input type="checkbox"/> Other	
11. Father's name	12. Mother's name	
13. Type of passport: <input type="checkbox"/> National passport <input type="checkbox"/> Diplomatic passport <input type="checkbox"/> Service passport <input type="checkbox"/> Travel document (1951 Convention) <input type="checkbox"/> Alien's passport <input type="checkbox"/> Seaman's passport <input type="checkbox"/> Other travel document (please specify): .....		
14. Number of passport	15. Issued by	
16. Date of issue	17. Valid until	
18. If you reside in a country other than your country of origin, have you permission to return to that country? <input type="checkbox"/> No <input type="checkbox"/> Yes (number and validity) .....		
*19. Current occupation		
*20. Employer and employer's address and telephone number. For students, name and address of school.		
21. Main destination	22. Type of Visa <input type="checkbox"/> Airport transit <input type="checkbox"/> Transit <input type="checkbox"/> Short stay <input type="checkbox"/> Long stay	23. Visa <input type="checkbox"/> Individual <input type="checkbox"/> Collective
24. Number of entries requested <input type="checkbox"/> Single entry <input type="checkbox"/> Two entries <input type="checkbox"/> Multiple entries	25. Duration of stay <input type="checkbox"/> Visa is requested for: ____ days	
26. Other visas (issued during the past three years) and their period of validity		
27. In the case of transit, have you an entry permit for the final country of destination? <input type="checkbox"/> No <input type="checkbox"/> Yes, valid until: _____ Issuing authority: _____		
*28. Previous stays in this or other Schengen States		

Supporting documents:  
☐ Valid passport  
☐ Financial means  
☐ Invitation  
☐ Means of transport  
☐ Health insurance  
☐ Other:

Date application:  
File handled by:

Visa:  
☐ Refused  
☐ Granted

Characteristics of Visa:  
☐ LTV  
☐ A  
☐ B  
☐ C  
☐ D  
☐ D + C

Number of entries:  
☐ 1 ☐ 2  
☐ Multiple

Valid from: \_\_\_\_\_  
To: \_\_\_\_\_

Valid for: \_\_\_\_\_

\* The questions marked with \* do not have to be answered by family members of EU or EEA citizens (spouse, child oder dependent ascendant). Family members of EU or EEA citizens have to present documents to prove this relationship.

29. Purpose of travel <input type="checkbox"/> Tourism <input type="checkbox"/> Business <input type="checkbox"/> Visit to Family or Friends <input type="checkbox"/> Cultural/Sports <input type="checkbox"/> Official <input type="checkbox"/> Medical reasons <input type="checkbox"/> Other (please specify): .....			For Embassy/Consulate use only
*30. Date of arrival	*31. Date of departure		
*32. Border of first entry or transit route	*33. Means of transport		
*34. Name of host or company in the Schengen States and contact person in host company. If not applicable, give name of hotel or temporary address in the Schengen States			
Name		Telephone and telefax	
Full address		E-mail address	
*35. Who is paying for your cost of travelling and for your costs of living during your stay? <input type="checkbox"/> Myself <input type="checkbox"/> Host person/s <input type="checkbox"/> Host company (State who and how and present corresponding documentation): .....			
*36. Means of support during your stay <input type="checkbox"/> Cash <input type="checkbox"/> Traveller's cheques <input type="checkbox"/> Credit cards <input type="checkbox"/> Accommodation <input type="checkbox"/> Other: <input type="checkbox"/> Travel and/or health insurance. Valid until: .....			
37. Spouse's family name		38. Spouse's family name at birth	
39. Spouse's first name	40. Spouse's date of birth	41. Spouse's place of birth	
42. Children (Applications must be submitted separately for each passport)			
Name		First name	
		Date of birth	
1.			
2.			
3.			
43. Personal data of the EU or EEA citizen you depend on. This question should be answered only by family members of EU or EEA citizens.			
Name		First name	
Date of birth	Nationality	Number of passport	
Family relationship:		of an EU or EEA citizen	
44. I am aware of and consent to the following: any personal data concerning me which appear on this visa application form will be supplied to the relevant authorities in the Schengen States and processed by those authorities, if necessary, for the purposes of a decision on my visa application. Such data may be input into, and stored in, databases accessible to the relevant authorities in the various Schengen States. At my express request, the consular authority processing 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 altered or deleted, in particular, should they be inaccurate, in accordance with the national law of the State concerned. 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 Schengen State which deals with the application. I undertake to leave the territory of the Schengen States upon 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 Schengen 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 the Schengen Implementing Convention and am thus refused entry. The prerequisites for entry will be checked again on entry into the European territory of the Schengen States.			
45. Applicant's home address			46. Telephone number
47. Place and date		48. Signature (for minors, signature of custodian/guardian)	

**COMMON MANUAL**

(2002/C 313/02)

**INTRODUCTORY NOTE**

The Common Manual, as adopted by the Executive Committee established by the Convention implementing the Schengen Agreement of 14 June 1985 (listed under reference SCH/Com-ex (99) 13 in annex A to Council Decision 1999/435/EC OJ L 176, 10.7.1999, p. 1), has since been amended on several occasions pursuant to the provisions of Council Regulation (EC) No 790/2001 of 24 April 2001 (OJ L 116, 26.4.2001, p. 5). The Common Manual, as amended to date, is published here following the adoption of two Council Decisions declassifying the text of the Common Manual itself and all but three of its Annexes (see Council Decision 2000/751/EC (OJ L 303, 2.12.2000, p. 29) and Council Decision 2002/535/EC (OJ L 123, 9.5.2002, p. 49)).

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<sup>(1)</sup> Annexes 2 and 3 have been deleted by Council Decision 2002/352/EC (OJ L 123, 9.5.2002, p. 47). Applicable since 1 June 2002.



The entry into force of the Convention implementing the Schengen Agreement entails the abolition of checks at internal borders and moving them to external borders. As a result, the checks carried out at the external borders of the area covered by the Convention, benefit not only the States at whose external borders they are carried out but also all the Contracting Parties, whose interests must be taken into account by the officials carrying out such checks.

## PART I: CONDITIONS FOR ENTERING THE TERRITORY OF THE CONTRACTING PARTIES

### 1. **Crossing external borders**

*Article 3 of the Implementing Convention*

'1. External borders may in principle only be crossed at border crossing points and during the fixed opening hours. More detailed provisions, exceptions and arrangements for local border traffic, and rules governing special categories of maritime traffic such as pleasure boating and coastal fishing, shall be adopted by the Executive Committee.

2. The Contracting Parties undertake to introduce penalties for the unauthorised crossing of external borders at places other than crossing points or at times other than the fixed opening hours'.

#### 1.1. ***Consequences of authorisation to enter***

A person who has lawfully entered the territory of one of the Contracting Parties by its external border may normally move about freely within the territory of all the Contracting Parties during a period not exceeding three months.

#### 1.2. ***Crossing the border at authorised border crossing points***

External borders may be crossed at the authorised border crossing points provided for in Annex 1 during the stipulated opening hours. 'The unauthorised crossing of external borders at places other than border crossing points or at times other than the fixed opening hours is punishable by the penalties provided for by national law' <sup>(1)</sup>. Opening hours must be indicated at border posts by a notice.

#### 1.3. ***Crossing the border at places other than authorised border crossing points***

(...)

(<sup>2</sup>)

— persons in respect of whom provision is made for the appropriate permits under bilateral agreements on local border traffic, — known in Italy as 'local border traffic' or 'excursion traffic' <sup>(1)</sup>.

— seamen who go ashore in accordance with point 6.5.2.

1.3.1. <sup>(2)</sup> The competent authorities under national law may issue individuals or groups of persons with a special permit enabling them to cross the external border at places other than authorised crossing points or outside the stipulated times:

— where there is a requirement of a special nature, and

— it does not conflict with the interests of public policy and the national security of the Contracting Parties.

In all cases, such a permit may be issued only if the person requesting it produces the necessary documents when crossing the border.

1.3.2. Nationals of the Kingdom of Belgium, the Kingdom of Denmark, the French Republic, the Grand Duchy of Luxembourg and the Kingdom of the Netherlands shall be authorised to cross, at any point, the borders of the State whose nationality they hold.

1.3.3. Derogations from the provisions of point 1.2. in connection with local border traffic, known in Italy as 'local border traffic' or 'excursion traffic', are granted in accordance with the bilateral agreements concluded by the Member States with bordering third States <sup>(1)</sup>.

### 2. **Documents recognised as valid for the crossing of external borders**

*Article 5 of the Implementing Convention:*

'1. For stays not exceeding three months, aliens fulfilling the following conditions may be granted

<sup>(1)</sup> Text amended by Council Decision 2002/352/EC (OJ L 123, 9.5.2002, p. 47). Applicable since 1 June 2002.

<sup>(2)</sup> Text deleted by Council Decision 2002/352/EC (OJ L 123, 9.5.2002, p. 47). Applicable since 1 June 2002.

entry into the territories of the Contracting Parties:

- (a) that the aliens possess a valid document or documents, as defined by the Executive Committee, authorising them to cross the border;
- (b) that the aliens are in possession of a valid visa if required;
- (c) that the aliens produce, if necessary, documents justifying the purpose and conditions of the intended stay and that they have sufficient means of subsistence, both for the period of the intended stay and for the return to their country of origin or transit to a third State into which they are certain to be admitted, or are in a position to acquire such means lawfully;
- (d) that the aliens shall not be persons for whom an alert has been issued for the purposes of refusing entry;
- (e) that the aliens shall not be considered to be a threat to public policy, national security or the international relations of any of the Contracting Parties.

2. An alien who does not fulfil all the above conditions must be refused entry into the territories of the Contracting Parties unless a Contracting Party considers it necessary to derogate from that principle for humanitarian grounds, on grounds of national interest or because of international obligations. In such cases authorisation to enter will be restricted to the territory of the Contracting Party concerned, which must inform the other Contracting Parties accordingly.

These rules shall not preclude the application of special provisions concerning the right to asylum or the provisions laid down in Article 18.

3. Aliens who hold residence permits or re-entry visas issued by one of the Contracting Parties or, where required, both documents, shall be authorised entry for transit purposes, unless their names are on the national list of alerts of the Contracting Party whose external borders they are seeking to cross'.

- 2.1. A list, for each country, of the documents recognised as valid for the crossing of external borders and of those which may bear a visa, in the case of aliens subject to the visa requirement, is set out in Annex 4. A list of, and specimen residence permits and return visas, provided for under Article 5(3) of the

Convention implementing the Schengen Agreement, are set out in Annex 11.

### 3. **Visas required of aliens entering the territory of the Contracting Parties**

#### *Article 10 of the Convention*

'1. A uniform visa valid for the entire territory of the Contracting Parties shall be introduced. This visa, the period of validity of which shall be determined by Article 11, may be issued for visits not exceeding three months.

2. Pending the introduction of such a visa, the Contracting Parties shall recognise their respective national visas, provided that these are issued in accordance with common conditions and criteria determined in the context of the relevant provisions of this Chapter.

3. By way of derogation from paragraphs 1 and 2, each Contracting Party shall reserve the right to restrict the territorial validity of the visa in accordance with common arrangements determined in the context of the relevant provisions of this Chapter'.

#### *Article 11 of the Convention*

'1. The visa provided for in Article 10 may be:

- (a) a travel visa valid for one or more entries, provided that neither the length of a continuous visit nor the total length of successive visits exceeds three months in any half-year, from the date of first entry;
- (b) a transit visa authorising its holder to pass through the territories of the Contracting Parties once, twice or exceptionally several times en route to the territory of a third State, provided that no transit shall exceed five days.

2. Paragraph 1 shall not preclude a Contracting Party from issuing a new visa, the validity of which is limited to its own territory, within the half-year in question if necessary'.

Pending the introduction of a uniform visa, the Contracting Parties will recognise, for all types of visas, their respective national visas. The uniform stick-in visa will be used for:

- uniform visas for stays not exceeding three months,
- transit visas,

- visas of limited territorial validity for stays not exceeding three months,
- visas for stays of over three months.

3.1. **Uniform visas for stays not exceeding three months, including transit visas**

- 3.1.1. A list of States for whose nationals a visa is required by all the Contracting Parties is given in Annex 5. The uniform visa will be issued to the nationals of the States appearing on that list. Aliens subject to a visa requirement by only one Contracting Party must also obtain a uniform visa from that Contracting Party, having regard to the provisions of Article 5(1) of the Convention; this visa will state that the holder is required to hold a visa only by the Contracting Party concerned. Where an alien is required to hold a visa by several Contracting Parties, the uniform visa issued by one of these Contracting Parties in accordance with the provisions of this point (third sentence) will also be valid for the other Contracting Parties requiring the alien to hold a visa.
- 3.1.2. A technical description of the stick-in visa is given in Annex 6. Details of how to complete the stick-in visa are set out in Annex 6a. The details to be completed by the Contracting Parties, where necessary, under 'comments' are set out in Annex 6b. The instructions on completing details in the optical reading area are given in Annex 6c.
- 3.1.3. Specimen stick-in visas with examples of possible endorsements are given in Annex 7.
- 3.1.4. The endorsements printed on the stick-in visa are to be in English, French and the respective national languages.

3.2. **Visas with limited territorial validity**

- 3.2.1. Visas with limited territorial validity shall be issued by:
- a Contracting Party which, for humanitarian reasons, acting in the national interest or because of international obligations (Article 5(2), Article 16 of the Convention), considers it necessary to issue such a visa although the conditions laid down in Article 5(1) of the Convention have not been fulfilled,
  - a Contracting Party which, after expiry of the visa provided for in Article 11(1) of the Convention, wishes to issue a new visa in the same six-month period (Article 11(2) of the Convention).
- 3.2.2. A visa with limited territorial validity is a national visa whose validity is limited to the territory of the State(s) which issued it. This visa does not enable its

holder to invoke Article 19 of the Convention for the purposes of staying in the territory of the other Contracting Parties.

- 3.2.3. A visa with limited territorial validity shall be identified in a specific manner. A specimen of this type of visa is shown in Annex 8.

- 3.2.4. Rules and procedures governing information to be sent by Contracting Parties when issuing visas with limited territorial validity, when cancelling, revoking and reducing the duration of uniform visas and when issuing national residence permits are described in Annex 8a.

3.3. **Visas for a stay of over three months**

- 3.3.1. Long-stay visas are national visas. They allow the holder to travel through the territory of the other Contracting Parties only in order to go to the territory of the Contracting Party which issued the visa, unless he fails to meet the conditions for entry laid down in Article 5(1)(a), (d) and (e) of the Convention or if he appears on the national alert list of the Contracting Party through whose territory transit is requested.
- 3.3.2. A specimen long-stay visa is shown in Annex 9.

4. **Other conditions for entry**

*Article 6(1) of the Convention*

'1. Cross-border movement at external borders shall be subject to checks by the competent authorities. Checks shall be carried out for the Contracting Parties' territories, in accordance with uniform principles, within the scope of national powers and national law, and taking account of the interests of all Contracting Parties.'

4.1. **Documentary evidence or information establishing the likelihood of the reasons given for entry**

It is for the alien to provide on request the reason for his application to enter the territory. In the event of doubt, the checking officers may require him to produce supporting documents and papers as proof or to show good faith.

- 4.1.1. In order to provide proof or to establish the likelihood of the reasons given for entry, the following may in particular be required:

4.1.1.1. for business trips:

- an invitation from a firm or an authority to attend meetings or events connected with trade, industry or work,

- other documents which show the existence of trade relations or relations for work purposes,
- entry tickets for fairs and congresses;

4.1.1.2. for journeys undertaken for the purposes of study or other types of training:

- a certificate of enrolment at a teaching institute for the purposes of attending vocational and theoretical courses in the framework of basic and further training,
- student cards or certificates for the courses attended;

4.1.1.3. for journeys undertaken for the purposes of tourism or for private reasons:

- an invitation from the host,
- a supporting document from the establishment providing lodging,
- confirmation of the booking of an organised trip,
- a return or round-trip ticket;

4.1.1.4. for journeys undertaken for another reason:

- invitations, enrolments or programmes,
  - attendance certificates, entry tickets, receipts, etc.,
- for political, scientific, cultural, sports or religious events, stating wherever possible the name of the host organisation or the length of stay.

4.1.2. Aliens wishing to enter the territory of the Contracting Parties must have sufficient means of subsistence for the expected duration of the stay and

for the return journey or transit to a third State. Means of subsistence shall be assessed in accordance with the purpose of the stay and by reference to average prices for board and lodging. The reference amounts set each year by each of the Contracting Parties are shown in Annex 10.

The presumption of sufficient means of subsistence will be based, for example, on the cash, travellers' cheques, credit cards, and the appropriate number of Eurocheques supported by a Eurocheque card and statements in respect of guarantees in the alien's possession.

#### 4.2. **Conditions relating to security**

When an alien enters the territory, a check must be carried out to determine whether the alien, his vehicle or the objects in his possession represent a threat to the public policy, national security or international relations of any of the Contracting Parties. Such a threat may in particular exist where:

- the alien has been convicted of an offence carrying a custodial sentence of at least one year,
- there are serious grounds for believing that the alien has committed serious offences, including those referred to in Article 71 of the Convention, or that he intends to commit such offences in the territory any of the Contracting Parties,
- the alien has been the subject of a deportation, removal or expulsion measure and the measure is accompanied by an actual prohibition on entry or residence or entails such a prohibition.

(Article 96(2) and (3) of the Convention).

The entry into force of the Convention implementing the Schengen Agreement entails the abolition of checks at internal borders and moving them to external borders. As a result, the checks carried out at the external borders of the area covered by the Convention benefit not only the States at whose external borders they are carried out but also all the Contracting Parties, whose interests must be taken into account by the officials carrying out such checks.

## PART II: BORDER CHECKS

### 1. Principles governing checks

These services are:

*Article 6(2) of the Convention*

'2. The standard principles referred to in paragraph 1 shall be as follows:

- (a) checks on persons shall include not only the verification of travel documents and the other conditions governing entry, residence, work and exit but also checks to detect and prevent threats to the national security and public policy of the Contracting Parties. Such checks shall also be carried out on vehicles and objects in the possession of persons crossing the border. They shall be carried out by each Contracting Party in accordance with its legislation, in particular where searches are involved;
- (b) all persons shall at least have their travel documents checked in order to establish their identities;
- (c) on entry, aliens shall be subject to a thorough check as defined in (a);
- (d) on exit, the requisite checks shall be carried out in the interest of all Contracting Parties pursuant to the law on aliens in order to detect and prevent threats to the national security and public policy of the Contracting Parties. Such checks shall be carried out in all cases involving aliens;
- (e) if in certain circumstances such checks cannot be carried out then priorities must be set. In this case, entry checks shall as a rule take priority over exit checks'.

- for the Kingdom of Belgium: Police Fédérale/Federale Politie and Customs,
- for Denmark: det danske politi (Danish police),
- for the Federal Republic of Germany: Bundesgrenzschutz, Customs and *Länder* police in Bavaria, Bremen and Hamburg,
- for the Hellenic Republic: Ελληνική Αστυνομία (Elliniki Astynomia), Λιμενικό Σώμα (Limeniko Soma), Τελωνεία (Telonia),
- for the Kingdom of Spain: Cuerpo Nacional de Policía, Guardia Civil, customs,
- for the French Republic: D.C.P.A.F. (Direction Centrale de la Police aux Frontières), Customs,
- for the Italian Republic: Polizia di Stato, Carabinieri, Guardia di Finanza,
- for the Grand Duchy of Luxembourg: Customs, special Gendarmerie division at the airport,
- for the Kingdom of the Netherlands: Koninklijke Marechaussee, Customs (import and excise duties), Rotterdam city police (port),
- for the Portuguese Republic: Serviço de Estrangeiros e Fronteiras, Direcção-Geral de Alfândegas, Brigada Fiscal da Guarda Nacional Republicana,
- for Finland: Border guards, Customs and Police,
- for Sweden: border checks are carried out primarily by the police, who may be assisted by Customs, the Coastguard and the Migration Board. Checks on persons at sea are carried out by the Coastguard,
- for the Republic of Iceland: Ríkislögreglustjóri (Director-General of the National Police), Lögreglustjórar (Heads of police districts),

### 1.1. Officers authorised to carry out checks and surveillance

- 1.1.1. Checks at external borders are to be carried out by officers of the border police forces or of the services of the Contracting Parties responsible in accordance with national law for border police duties.

- for the Kingdom of Norway: in principle, checks at the external borders are carried out by the police. They may, in certain cases and at the

request of the head of the local police force, be carried out by Customs or the armed forces (specifically, the Coastguard or the Varanger-South garrison). In such cases, these bodies have limited police powers.

- 1.1.2. When carrying out these duties, officers are vested with the powers of border police and the powers to instigate criminal proceedings conferred on them by national law.

## 1.2. **Purpose of checks**

- 1.2.1. Checks on movements at external borders will cover:

- verification of the documents authorising crossing of the border and of the other entry conditions laid down in Article 5 of the Convention and, where necessary, of the documents authorising residence and the pursuit of an occupation,
- the detection and recording of offences, particularly through direct consultation of reports on persons and objects included in the Schengen Information System (SIS) and in national data files and, if necessary, carrying out action to be taken relating to such reports,
- the prevention of threats to public policy and national security of the Contracting Parties and quelling disturbances.

- 1.2.2. The principle of proportionality must be complied with in the performance of border police duties.

## 1.3. **Procedures for checks**

Checks on movements and surveillance are effective if they cope with the risks that result from the various situations encountered. This should be assessed by the competent national authorities cooperating with the authorities of the Contracting Parties.

The Contracting Parties shall carry out checks at external borders in accordance with the following uniform principles:

- 1.3.1. the minimum check referred to in Article 6(2)b of the Convention which is intended to establish a person's identity, consists of an identity check on the basis of the travelling documents produced or presented and in rapid and straightforward verification of the validity of the document authorising the holder to cross the border and of the presence of signs of falsification or counterfeiting.
- 1.3.2. the thorough check referred to in Article 6(2)c involves, in addition to the basic check:

- 1.3.2.1. a detailed examination of the following aspects:

- is the document presented valid for crossing the border and, where applicable, is it accompanied by the requisite visa?
- does the document show signs of falsification or counterfeiting?

- 1.3.2.2. verification regarding the origin and destination of the individual and the purpose of the journey and, if necessary, checking the corresponding supporting documents;

- 1.3.2.3. verification that the individual has sufficient means of subsistence for the length of stay envisaged, for his return or transit to a third country, or that he can obtain these means legally;

- 1.3.2.4. direct consultation of the data on persons and objects contained in the SIS and in national data files. If consultation of the SIS reveals that an alert has been made as defined in Articles 95 to 100 of the Convention, the action requested which appears on the screen must first be performed;

- 1.3.2.5. verification that the person, his vehicle and the objects he is transporting are not likely to jeopardise public policy, national security or international relations of any of the Contracting Parties.

- 1.3.3. Without prejudice to the provisions of points 1.3.5.1, 1.3.5.2 and 1.3.5.3, all persons shall be subject to a minimum check upon entry and exit.

As a general rule, aliens shall be subject to a thorough check on entry and exit.

- 1.3.4. Nationals of the Member States of the European Community shall be subject to random thorough checks on entry and on exit in certain cases where there is reason to believe that the persons concerned might compromise public policy, national security or health.

- 1.3.5. Checks at land borders may be relaxed as a result of special circumstances. This will be the case, in particular, where the intensity of traffic results in excessive delay in the time taken to reach checking posts, and all resources have been exhausted as regards staff, facilities and organisation.

- 1.3.5.1. The official responsible for border checks locally may, under the conditions described in point 1.3.5, establish priorities and must amend them as frequently as possible to increase the effectiveness of checks. In this regard, checks on entry movements shall normally take priority over checks on exit movements.

- 1.3.5.2. The official responsible for border checks locally who relaxes checks must show discretion. Such relaxation of checks may only be temporary, must be adapted to the circumstances justifying it and must be introduced gradually.
- 1.3.5.3. Individuals known personally to the officer responsible for checks, and whom he knows, on the basis of an initial check, have not been the subject of an alert in the SIS or in a national data file and who possess a valid document authorising them to cross the border, will be subject only to random checks to ensure that they hold that document. This provision applies in particular to those persons who frequently cross the border at the same crossing-point. Thorough checks must be carried out on this group of persons from time to time, without warning and at irregular intervals.
- 1.4. ***Procedures for refusing entry***
- 1.4.1. The decision to refuse entry is to be substantiated and will be effective immediately (or, where appropriate, on expiry of the time limit laid down by national law), whereby an alien who does not fulfil the conditions for entry laid down in Article 5 of the Convention is not allowed to enter the territory any of the Contracting Parties or to stay there. The alien must acknowledge receipt of the decision. The decision is taken by the authority empowered to do so by national law which shall state the procedures for appeal where these exist.
- 1.4.1a When refusing entry, the checking officer will affix an entry stamp on the passport, cancelled by an indelible cross in black ink.
- 1.4.2. Officers responsible for checks will ensure that an alien refused entry does not enter the territory of the Contracting Party or, if he has already entered it, leaves immediately.
- 1.4.3. If an alien, refused entry, has been brought to the border by a carrier by air, sea or land, the authority responsible locally must order that carrier to assume responsibility for the alien without delay. The carrier may be made to bear the costs of lodging, maintenance and the return journey. The authority responsible locally must order the alien to be transported to the third State from which he was brought, to the third State which issued the document authorising him to cross the border, or to any other third State where he is guaranteed admittance. If the carrier cannot comply with the onward transportation order immediately, he must ensure that another carrier effects immediate transportation to a third State. Pending onward transportation, the authority responsible locally is required, in compliance with national law and having regard to local circumstances, to take appropriate measures in order to prevent aliens refused entry from entering illegally (e.g. by keeping them in the international area of the airport, prohibiting them from going ashore in ports or keeping them in a detention centre).
- 1.4.4. Where the officer responsible for checks notes that the holder of a short-stay visa has been the subject of an alert in the SIS for the purposes of being refused entry, he shall cancel the visa by applying a stamp stating 'CANCELLED'. He must inform his central authorities of this decision forthwith.
- If the holder of a short-stay visa is refused entry, the provisions laid down in point 1.4.1(a) must be applied.
- 1.4.5. Any refusal of entry must be recorded in a register or on a list stating identity, nationality, the references of the document authorising the alien to cross the border and the reason for and date of refusal of entry.
- 1.4.6. If there are grounds both for refusing an alien entry and arresting him, the judicial authorities responsible must be contacted to decide on the action to be taken in accordance with national law.
- 1.4.7. <sup>(1)</sup> Specific arrangements for persons entitled under Community law (citizens of the European Union, nationals of States parties to the Agreement on the European Economic Area and nationals of the Swiss Confederation, and members of their families) are described in points 6.1.1 to 6.1.4.
- The provisions of points 1.4.2, 1.4.5 and 1.4.6 shall also apply to citizens of the European Union, nationals of States parties to the Agreement on the European Economic Area and nationals of the Swiss Confederation.
- In addition to the provisions mentioned in the second subparagraph, the provisions of points 1.4.1(a), 1.4.3, 1.4.4, 1.4.8 (subject to the provisions of point 6.1.4) and 1.4.9 shall also apply to members of the families of citizens of the European Union, nationals of States parties to the Agreement on the European Economic Area and nationals of the Swiss Confederation, who are not nationals of one of those States.
- 1.4.8. If an alien who does not fulfil the conditions for entry given in Article 5(1) of the Convention invokes the provisions of Article 5(2) of the Convention and requests entry and transit by the external border of a Contracting Party other than the one which has

<sup>(1)</sup> Text amended by Council Decision (EC) No 2002/587/EC (OJ L 187, 16.7.2002, p. 50). Applicable since 16 July 2002.

agreed, by way of exception to allow him to reside there, he must be sent back and allowed to present himself at the external border of the latter Contracting Party, for the purpose of entering its territory.

- 1.4.9. If, in addition to a valid travel document, an alien is in possession of a residence permit or a return visa or, where appropriate, both these documents, issued by one of the Contracting Parties, as provided for in Annex 11, he must be authorised to enter and pass through so that he can reach the territory of that Contracting Party, unless an alert has been entered on this alien in the national list of the Contracting Party at whose external border he requests entry and where that alert does not specify action to be taken to prevent entry and transit.

## 2. Practical procedures for checks

### 2.1. Affixing stamps

- 2.1.1. When the territory of a Contracting Party is entered, a stamp shall be affixed to:

- the documents, bearing a valid visa or transit visa, enabling aliens to cross the border,
- the documents enabling aliens to whom a visa is issued at the border by the Contracting Parties to cross the border,
- the documents enabling aliens not subject to the visa requirement, laid down in Chapter 3, Section 1, of the Convention, to cross the border.

No entry stamp shall be affixed to the documents of nationals of the Member States of the European Community.

- 2.1.2. The exit stamp shall be placed on documents authorising an alien to cross the border which contain a multiple-entry visa with a restriction on the total length of stay.

- 2.1.3. Upon initial entry, the stamp must, if possible, be affixed so that it covers the edge of the visa without affecting the legibility of the indications on the visa or the security features of the stick-in visa. If several stamps have to be inserted (for example in the case of a multiple-entry visa), this shall be done on the page facing the one on which the visa is affixed.

If that page cannot be used, the stamp will be entered on the following page.

- 2.1.4. Different shaped stamps (rectangular for entry, rectangular with rounded corners for exit) will be used to certify entry and exit. These stamps will

contain the letter(s) identifying the State, the name of the border post, the date, the serial number and a pictogram indicating the type of border crossed (land, sea or air).

- 2.1.5. Entry and exit stamps shall not be affixed:

- in the case of persons not normally subject to any check (for example: Heads of State, dignitaries whose arrival has been officially announced in advance through diplomatic channels),
- on documents enabling nationals of Andorra, Malta, Monaco, San Marino and Switzerland to cross the border <sup>(1)</sup>,
- on the travel documents of seamen who are present within the territory of a Contracting Party only when their ship puts in and in the area of the port of call,
- on pilots' licences or on the certificates of aircraft crew members.

- 2.1.6. Exceptionally, at the request of an alien, insertion of an entry or exit stamp may be dispensed with if insertion might cause serious difficulties for that person. In that case, entry or exit must then be recorded on a separate sheet indicating the name and passport number.

### 2.2. Surveillance of external borders at places other than crossing points and outside office opening hours

*Article 6(3) of the Convention*

'3. The competent authorities shall use mobile units to carry out surveillance on external borders between crossing points; the same shall apply to border crossing points outside normal opening hours. This surveillance shall be carried out in such a way as to discourage people from circumventing the checks at crossing points. The surveillance procedures shall, where appropriate, be established by the Executive Committee'.

- 2.2.1. The main purpose of surveillance of external borders at places other than border crossing points and surveillance of these crossing points outside opening times is to prevent unauthorised border crossings, to counter cross-border criminality and to apply or to take measures against individuals who have crossed the border illegally.

<sup>(1)</sup> Text amended by Council Decision 2002/587/EC (OJ L 187, 16.7.2002, p. 50). Applicable since 16 July 2002.



- 2.2.2. Such surveillance shall be carried out in accordance with police tactical criteria, by appropriate numbers of staff for the situation in hand. It will involve frequent and sudden changes to surveillance periods, so that unauthorised border crossings will be an ongoing risk.
- 2.2.3. Surveillance shall be carried out by mobile units which perform their duties by patrolling or stationing themselves at places known or perceived to be sensitive, the aim of such surveillance being to apprehend individuals crossing the border illegally. Surveillance may also be carried out by technical means, including electronic means.
- 2.2.4. The resources used shall be selected in accordance with the conditions of intervention and in particular in accordance with the type and nature of the border (land, inland waterway or sea).
- 2.3. ***The following information must be entered in a register***
- the names of the official responsible locally for border checks and of the other officers in each team,
  - relaxation of checks on persons applied in accordance with point 1.3.5,
  - the issuing of documents in place of passports and of visas or permits issued at the border,
  - persons apprehended and complaints (criminal offences and administrative breaches),
  - persons refused entry or exit (number and nationalities),
  - other particularly important police or judicial measures,
  - particular occurrences.
- At all border (land, sea and airport) posts all service information and any other particularly important information shall be entered in a register.
3. ***Special rules on the various means of transport used for crossing external borders***
- 3.1. ***Checks on road traffic***
- 3.1.1. To ensure effective checks on persons, while ensuring the safety and smooth flow of road traffic, movements at border crossing points must be regulated in an appropriate manner. In case of need, measures to channel and block traffic will be taken in compliance with the agreements on colocated national control offices.
- 3.1.2. As a general rule, persons travelling in vehicles may remain inside them during checks. Checks must in principle be made outside the checkpoint kiosk, beside the vehicle. Thorough checks will have to take place, if local circumstances allow, beside the highway in areas designated for that purpose. In the interests of staff safety, checks will be carried out where possible by two officers with responsibility for border checks and surveillance or by customs officers.
- 3.1.3. In the event of heavy traffic, bus passengers on regular local lines must be checked first where the local situation allows.
- 3.2. ***Checks on rail traffic***
- 3.2.1. The authorities responsible for border checks and surveillance must ensure that train passengers and railway staff, including those crossing external borders on goods trains or empty trains are checked in accordance with the provisions of Part II, points 1.2, 1.3 et seq.
- 3.2.2. Controls on rail traffic may be carried out in the following two ways:
- on the platform, in the first station of arrival on the territory of a Contracting Party,
  - on board the train, during transit.
- When carrying out these controls, the provisions of agreements on colocated national control offices should be taken into account.
- 3.2.2a
1. To facilitate rail traffic flows of high-speed passenger trains, the States directly affected by the transit of trains may decide, by common agreement, to carry out the controls either in the stations of destination, and/or on board the train during transit between these stations, provided that the passengers stay on board the train in the previous station/stations.
  2. With respect to trains from third States making several stops in the territory of the Contracting Parties, if the rail transport carrier is in a position to board passengers exclusively for the remaining part of the journey within Schengen territory, such passengers shall be subject to entry controls at the station of destination, or on the train if the State, in which the station of destination is situated, has given its agreement in accordance with the previous sentence and as a result, is carrying out entry controls.
- When travelling in the opposite direction, the passengers shall be subject to exit controls.
3. Passengers who want to take the train in the circumstances described under point 2 on the territory of the Contracting Parties should receive

clear notification prior to the train's departure that they might be subject to personal controls during the journey or at the station of destination.

- 3.2.3. The official responsible for checks locally may order the cavities of cars to be inspected sporadically or for specific reasons, if necessary with the assistance of the train inspector, to ensure that persons or objects subject to border police checks are not concealed in them. The officer carrying out the checks shall operate on the basis of his national responsibilities.

Where there are reasons to believe that persons who have been reported or suspected of having committed an offence, or aliens intending to enter illegally, are hiding on a train, the checking officer, if he cannot act in accordance with his national provisions, shall notify the Contracting Parties within whose territory the train is moving.

- 3.2.4. In the case of persons travelling in sleeper or couchette compartments, the documents enabling them to cross the border shall normally be checked in the compartment of the attendant, provided that he has collected these documents in compliance with the rules applicable to him and that he keeps them available for checks. At the beginning of the check the existence of the documents enabling all the passengers to cross the border must be verified by comparing these documents with the occupancy and/or booking list. The identity of the persons in the compartments must be verified, if possible in the presence of the attendant, at irregular intervals or where specific reasons exist.

### 3.3. **Checks on international civil air traffic**

#### *Article 4 of the Convention*

‘1. As from 1993 the Contracting Parties shall guarantee that passengers on flights from third States who board internal flights will first be subject, upon arrival, to personal and hand baggage checks in the airport of arrival of their external flights. Passengers on internal flights who board flights bound for third States will first be subject, on departure, to personal and hand baggage checks in the airport of departure of their external flights.

2. The Contracting Parties shall take the requisite measures to ensure that checks are carried out in accordance with paragraph 1.

3. Neither paragraph 1 nor paragraph 2 shall affect checks on registered luggage; such checks shall be carried out either in the airport of final destination or in the airport of initial departure.

4. Until the date laid down in paragraph 1, airports shall, by way of derogation from the definition of internal borders, be considered as external borders for internal flights’.

- 3.3.1. <sup>(1)</sup> The place where persons and hand baggage are checked will be determined in accordance with the following procedure:

- 3.3.1.1. passengers on flights exclusively from or to the territory of the Contracting Parties which do not land on the territory of a third State (internal flights) shall not be subject to checks.

(Examples: Luxembourg to Paris

or

Rome—Brussels—Hamburg: no checks)

- 3.3.1.2. passengers on a flight from a third State, who board an internal flight, shall be subject to an entry check at the airport of arrival of the flight from a third State. Passengers on an internal flight who board a flight for a third State (transfer passengers) shall be subject to an exit check at the airport of departure of the latter flight;

(Examples: New York to Paris, with a connection in Paris to Rome (internal flight): entry check in Paris

or

Brussels — Frankfurt (internal flight) with a transfer at Frankfurt to Singapore: exit check at Frankfurt)

- 3.3.1.3. for flights from or to third States with no transfer passengers and flights making more than one stop-over at the airports of the Contracting Parties where there is no change of plane:

- (a) passengers on flights from or to third States where there is no prior or subsequent transfer within the territory of the Contracting Parties shall be subject to an entry check at the airport of entry and an exit check at the airport of exit;

(Examples: New York to Paris: entry check at Paris

or

Rome to Cairo: exit check at Rome)

- (b) passengers on flights from or to third States with more than one stop-over on the territory of the Contracting Parties where there is no change of plane (transit passengers) and provided that

<sup>(1)</sup> Text amended by Council Decision 2002/587/EC (OJ L 187, 16.7.2002, p. 50), which also deleted the original point 3.3.1 (point numbering has been amended accordingly). Applicable since 16 July 2002.

passengers cannot board the aircraft for the leg situated within Schengen territory shall be subject to an entry check at the airport of arrival and an exit check at the airport of departure;

(Examples: New York—Paris—Frankfurt—Rome, with stop-overs in Paris and Frankfurt only for disembarking passengers, boarding for the remaining air leg being prohibited: checks for passengers disembarking in Paris, Frankfurt and Rome respectively)

or

Hamburg—Brussels—Paris—Cairo, stop-overs in Brussels and Paris only for boarding passengers, disembarking being prohibited: exit check for passengers boarding in Hamburg, Brussels and Paris respectively)

- (c) Where an airline may, for flights from third States with more than one stop-over within the territory of the Contracting Parties, board passengers only for the remaining leg within this territory, passengers shall be subject to an exit check at the airport of departure and an entry check at the airport of arrival;

Checks on passengers who, during these stop-overs, are already on board the aircraft and have not boarded in the territory of the Contracting Parties shall be carried out in accordance with point 3.3.1.3(b). The reverse procedure shall apply to this category of flights where the country of destination is a third State.

(Examples: New York—Paris—Frankfurt—Rome, boarding being authorised at the Paris and Frankfurt stop-overs: entry check for passengers landing at Paris, Frankfurt (including those who boarded in Paris) and Rome (including those who boarded in Paris or Frankfurt) respectively and exit check for passengers boarding in Paris and Frankfurt respectively,

or

Hamburg—Brussels—Paris—Cairo, landing being authorised at the stop-overs in Brussels and Paris: exit check for passengers boarding in Hamburg, Brussels and Paris respectively and entry check for passengers landing in Brussels and Paris respectively).

- 3.3.2. Checks on persons shall not normally be carried out on the aircraft. In order to ensure that passengers may be checked in accordance with the provisions of Part II, points 1 and 2, at the airports designated as authorised border crossing points, passenger traffic should be channelled, in agreement with the airport authorities and the transport undertaking, to facilities reserved for checks. The airport authority must take the necessary measures to prevent unauthorised persons from entering or leaving restricted areas, such as the transit area, for instance.

- 3.3.3. Special provisions for checks on the members of aircraft crews are set out in Part II, point 6.4.2.

- 3.3.4. Where, in cases of force majeure, imminent danger, or on the instructions of the authorities, an aircraft on an international flight has to land on a landing ground which is not an authorised border crossing-point, that aircraft may continue its flight only after authorisation from the authorities responsible for border checks and surveillance and from customs. The same shall apply where a foreign aircraft lands without permission. The rules set out in Part II, points 1 and 2, shall apply to checks on aircraft passengers.

- 3.3.5. The arrangements for the entry and exit of:

- gliders,
- ultra-light aircraft,
- helicopters, and
- small-scale aircraft capable of flying short distances only,
- airships,

shall be laid down by national law and, where applicable, by bilateral agreements.

- 3.3.6. *Procedures for checks in aerodromes*

- 3.3.6.1. It is necessary to ensure that, in accordance with the rules set out in Part II, points 1 and 2, the means to check passengers also exists in aerodromes, i.e. airports which do not hold the statue of international airport under the competent national law, but through which the routing of international flights is authorised.

- 3.3.6.2. In general it shall not be necessary to make necessary arrangements in aerodromes to ensure that inflows of passengers from internal and international flights are physically separated. When the volume of traffic is low, the checking officers need not be present at all times, provided that there is a guarantee that the necessary personnel can be deployed in good time.

- 3.3.6.3. When the presence of the checking officers is not assured at all times in the aerodrome, the director of this aerodrome is required to give adequate notice to the authorities responsible for carrying out border checks about the arrival and the departure of internationally-routed airplanes. Calling in auxiliary police officers is authorised, provided that this is permissible under national law.

- 3.3.7. In order to prevent dangers, checks must be carried out, in airports and aerodromes, on passengers on internal flights, where uncertainty exists whether such passengers are exclusively coming from, or

solely bound for, the territories of the Contracting Parties without landing on the territory of a third State.

In accordance with the agreements reached on the matter, checks may also be carried out during crossings or, upon the ship's arrival or departure, in the territory of a third State.

### 3.4. *Checks on maritime traffic*

#### 3.4.1. *Definitions*

3.4.1.1. 'Maritime traffic' means all shipping for business purposes between two or more ports or moorings, with the exclusion of regular ferry services, pleasure boating, coastal fisheries and inland waterway transport.

3.4.2.2. The purpose of checks is to ensure that both crew and passengers fulfil the conditions laid down in Part II, points 1 and 2.

3.4.2.3. In the event of special circumstances as defined in 1.3.5, checks on shipping traffic may be relaxed.

3.4.1.2. Under the international provisions regulating maritime traffic, 'passenger' means any person on board a vessel who is not a member of the crew.

In the case of very heavy traffic and where it proves impossible, despite the mobilisation of all staff and organisational resources, to check all passengers, officers may carry out spot checks, in accordance with the priorities that correspond to the specific situation, as established by the official responsible locally. In such cases, entry checks shall normally take priority over exit checks.

3.4.1.3. 'Crew' means the persons whose names appear on the crew list and who have been employed in order to carry out activities on board the vessel directly linked to shipping.

3.4.2.4. Checks on crew members shall be carried out in accordance with the provisions of Part II, points 6.5 et seq.

3.4.1.4. 'Shipowner's agent' means the individual or corporation who represents the shipowner on the spot in all matters relating to the shipowner's duties in fitting out the vessel.

#### 3.4.3. *Obligations of the ship's captain*

3.4.1.5. 'Scheduled ferry service' means all services exclusively from or to other ports situated in the territory of the Contracting Parties, which do not call at ports situated outside the territory of the Contracting Parties and which carry persons and vehicles in accordance with a scheduled timetable.

3.4.3.1. The ship's captain, or failing that the shipowner's agent representing the shipping company, shall draw up a list, in duplicate, of the crew and, if possible, of the passengers and upon arriving in the port shall give it to the officers responsible for checks, which shall be carried out on board ship or nearby. If, for reasons of force majeure this list cannot be sent to the officers carrying out checks, a copy must be sent to the appropriate border post or shipping authority, which will see that it is forwarded without delay to the authorities empowered to carry out border checks.

3.4.1.6. 'Cruise ship' means a ship which follows a given itinerary in accordance with a predetermined programme, whose passengers take part in a collective programme of tourist activities in the various ports and which normally neither takes passengers on nor allows passengers to disembark during the voyage.

As regards scheduled ferry services, the ship's captain or, in his place, the shipowner's agent representing the shipping company shall not be required to draw up a passenger list.

3.4.1.7. 'Pleasure boating' means the use of pleasure boats equipped with sails and/or an engine for private use which are used for sporting or tourism purposes.

3.4.3.2. One copy of the two lists duly signed by the checking officer shall be returned to the ship's captain who must be able to produce it on request when in port.

3.4.1.8. 'Coastal fisheries' means fishing carried out with the aid of vessels which return every day or after a few days to a port situated in the territory of a Contracting Party without calling at a port situated in a third State.

3.4.3.3. The ship's captain, or failing that the shipowner's agent must report promptly any changes to the composition of the crew or the number of passengers.

#### 3.4.2. *Checking procedures*

3.4.2.1. Checks shall normally be carried out at the port of arrival or departure, on board ship or in an area set aside for the purpose, located in the immediate vicinity of the port.

3.4.3.4. In addition, the captain is required to notify the competent authorities promptly, and if possible even

before the ship enters port, of the presence on board of stowaways. Stowaways shall, however, remain under the responsibility of the ship's captain.

3.4.3.5. The ship's captain, or failing that the shipowner's agent, must notify the border authorities of the ship's departure in good time and in accordance with the rules in force in the port concerned; if he is unable to notify these authorities, he must advise the appropriate shipping authority. The second copy of the previously completed and signed list(s) shall be returned to these authorities.

3.4.4. *Exceptions to the procedures for checks laid down in point 3.4.2*

3.4.4.1. Passengers and crew on board ferries providing scheduled services as referred to in point 3.4.1.5 shall not normally be checked.

3.4.4.2. If a cruise ship calls in succession at several ports situated in the territory of the Contracting Parties without calling at a port situated outside this territory, checks shall normally be carried out only at the first and last port situated within the territory of the Contracting Parties.

3.4.4.3. As a general rule, checks on persons on board pleasure boats from a third State shall be carried out upon entering and upon exiting a port which is an authorised border crossing-point of the territory of the Contracting Parties.

However, where a pleasure boat wishes, exceptionally, to enter a port which is not an authorised border crossing-point, the authorities responsible for checks must be notified if possible before the vessel enters the port, and in any event upon its arrival. The declaration regarding passengers shall be made by lodging the list of persons on board ship with the local authorities. This list shall be made available to the authorities responsible for carrying out checks.

Each Contracting Party may require pleasure boats from a third State to dock in an authorised port of entry in which checks are carried out on the persons on board.

During these checks, a document containing all the technical characteristics of the vessel and the names of the persons on board shall be handed in.

A copy of this document will be given to the authorities in the first authorised port of entry, and another copy to the authorities in the last authorised port before departure to a third State. As long as the vessel remains in the territorial waters of one of the Contracting Parties, a copy of this list must be included amongst the ship's papers.

If for reasons of force majeure the vessel has to dock in another port, the authorities in the nearest authorised port of entry must be contacted.

3.4.4.4. The crews of coastal fisheries vessels who return every day or nearly every day to the port of registration or to any other port situated in the territory of the Contracting Parties without docking in a port situated in the territory of a third State shall not normally be checked. If, however, the coastline of a third State is located in the immediate vicinity of the territory of a Contracting Party, spot checks should be carried out in order to combat clandestine immigration. This provision shall apply to persons on game fishing trips who occasionally spend a day on board vessels for this purpose.

The crews of coastal fisheries vessels not registered in a port situated in the territory of a Contracting Party shall be checked in accordance with the provisions of points 3.4.2 and 6.5.

The ship's captain or, failing that the shipowner's agent representing the shipping company, is required to notify the appropriate authorities of any alteration to the crew list and of the presence of any passengers.

3.4.4.5. *Ferry services subject to controls*

Controls shall be carried out on passengers on board ferries not within the remit of part II point 3.4.4.1, namely:

in principle:

- (a) a distinction should be drawn between the controls carried out on aliens and the controls carried out on EU/EEA nationals, who are only subject to minimum checks. Where possible, the necessary construction work should be undertaken to ensure this;
- (b) ferry passengers without their own mode of transport (foot passengers) shall be controlled individually;
- (c) controls on vehicle occupants shall be carried out while they are at the vehicle;
- (d) ferry passengers travelling by coach are to be considered as foot passengers. These passengers shall alight from the coach for the controls;
- (e) controls on heavy goods vehicle drivers and any accompanying persons shall be conducted while the occupants are at the vehicle. It is recommended that specific customs clearance arrangements be provided for this, separate from the other passengers;
- (f) so that the controls can be completed swiftly there should be an adequate number of control bays, and where appropriate a second line of controls should be organised;

(g) so as to detect illegal immigrants in particular, random checks should, at the very least, be made on the vehicles used by the passengers, and where applicable on the loads and other goods stowed in the vehicle;

(h) ferry crew members will be dealt with in the same way as commercial ship crew members.

### 3.5. **Checks on inland waterways shipping**

3.5.1. Inland waterways shipping involving the crossing of an external border covers the use, for business or pleasure purposes, of all types of boat and floating vessels on rivers, canals and lakes.

3.5.2. As regards boats used for business purposes, the captain and the persons employed on board who appear on the crew list and members of the families of these persons who live on board shall be regarded as crew members or equivalent.

3.5.3. The relevant provisions of point 3.4.1 and the provisions of points 3.4.2, 3.4.3 and 3.4.4 shall apply.

## 4. **Cooperation**

### *Article 7 of the Convention*

'The Contracting Parties shall assist each other and shall maintain constant, close cooperation with a view to the effective implementation of checks and surveillance. They shall, in particular, exchange all relevant, important information, with the exception of data relating to named individuals, unless otherwise provided for in this Convention. They shall as far as possible harmonise the instructions given to the authorities responsible for checks and shall promote the standard training and retraining of officers manning checkpoints. Such cooperation may take the form of an exchange of liaison officers'.

In order to ensure the uniform and effective application of surveillance and checking measures, police forces and authorities responsible for checking persons shall maintain close and permanent cooperation in all areas.

### 4.1. **Exchange of information**

The exchange of information is encouraged in order to make for better checks and better knowledge of migratory flows, of the regulations in force in the Contracting Parties, and of the techniques used by officers responsible for checks.

The exchange of personal data shall comply with the provisions on data protection contained in the Convention.

Exchanges of information shall cover the following subjects:

between central services:

— monthly statistics resulting from checking, and on the various forms of clandestine immigration,

between central services and, if the need arises, between check posts:

— methods of manufacturing, forging and fraudulently using documents enabling the bearers to cross borders,

— processes for authorities carrying out checks to detect counterfeit, false or illegally appropriated documents enabling the holders to cross borders,

— clandestine itineraries and border crossing practices,

— current situations for which the assistance of or information from other authorities carrying out checks may be useful,

— implementation of joint intervention measures in specific circumstances.

Depending on its nature, information will be sent between central or local national services by the following means:

— by post,

— by (public) stationary or mobile radio, telephone, telex or facsimile networks, and by special police networks, possibly after the development of standard technical specifications,

— through liaison officers seconded to central national services,

— through the contact services of border police,

— as part of joint cooperation between services and work seminars.

### 4.2. **Liaison officers**

The Contracting Parties may second permanent liaison officers to national central services. Secondment may be bilateral or unilateral. In specific situations, liaison officers may be assigned to other services of the Contracting Parties for a given period.

## 5. Issuing visas at the border

If due to lack of time and for pressing reasons an alien has been unable to apply for a visa, in exceptional circumstances the authorities responsible may issue him with a short-stay visa at the border, in accordance with national provisions and provided that the following conditions are fulfilled:

- he holds a valid document authorising him to cross the border (see Annex 4),
- he fulfils the conditions for entry laid down in Article 5(1)(a),(c),(d) and (e) of the Convention,
- he claims an unforeseeable and pressing reason for entry, backed where possible by a supporting document (for example, serious and sudden occurrences involving family members, medical treatment, change of destination of aircraft for technical reasons or weather conditions, urgent professional reasons), and
- return to his country of origin or onward passage to a third State is assured.

In specific cases, national provisions may provide for authorisation by higher bodies.

- 5.1. An alien who applies for a transit visa at the border for the territory of the Contracting Parties must comply with the conditions laid down in point 5 and must be in possession of the visas required to continue his journey to other States of transit, which are not Contracting Parties, and in the State of destination. The duration of passage through the territory of the Contracting Parties may not exceed five days. It must allow for direct transit through the territory of the Contracting Party or Parties concerned, including the inevitable or customary interruptions for this type of journey.
- 5.2. Visas shall be issued by affixing a stamp or a sticker on the travel document which may bear a visa. If there is not sufficient space in this document, the stamp or sticker shall be affixed, by way of exception, on a separate sheet inserted in the document. Specimen separate sheets are shown in Annex 12.
- 5.3. Conditions for the issue of uniform visas at the border are shown in Annex 14.
- 5.4. The fees to be charged for the issue of visas are shown in Annex 14a.
- 5.5. The list of visas subject to prior consultation with the central authorities, in accordance with Article 17(2) is shown in Annex 14b.

- 5.6. Visas issued at the border should be recorded on a list.

## 6. Special arrangements

### 6.1. *Nationals of the Member States of the European Community and members of their families from third States*

- 6.1.1. In order to enter the territory of the Contracting Parties, nationals of the Member States of the European Community must hold a valid document enabling them to cross the border as provided for in Annex 4, but shall be exempt from the visa requirement.

- 6.1.2. Aliens who under Community law enjoy freedom of movement as family members of nationals of Member States but who, because of their nationality, are subject to the requirement for a visa to enter the territory of the Contracting Parties shall remain subject to this requirement. This will not affect the possibility referred to in point 6.2, of entering without a visa being required.

Family members entitled to freedom of movement are:

- the spouse and children under 21, or dependent children,
- dependent relatives in the ascending line of a national of a Member State of the European Community and of his or her spouse.

- 6.1.3. A national of a Member State of the European Community who holds the document required to cross the border can be refused entry to the territory of a Contracting Party other than the one whose nationality he holds only if he is likely to jeopardise public policy, national security (or public health). The national lists of wanted persons may be consulted for this purpose and may result in entry being refused.

If in such a case, the official responsible for carrying out checks refuses to allow a national of a Member State of the European Community to enter the territory of a Contracting Party, he shall give him written notification thereof, setting out the reasons for refusal.

- 6.1.4. Apart from the cases relating to the absence of the necessary documents referred to in point 6.1.2, the aliens referred to in that point can be refused entry only on specific grounds related to public policy, national security or public health. Flexibility must be shown in taking decisions on issuing visas at the border to family members of nationals of Member

States of the European Community who are entitled to freedom of movement although subject to the requirement for a visa.

As regards refusing entry, the provisions laid down in point 1.4.1 shall be applied in accordance with national law.

**6.2. Aliens holding a residence permit issued by another Contracting Party**

Aliens holding a valid residence permit issued by another Contracting Party are exempt from the visa requirement for entering the territory of the other Contracting Parties. Point 1.4.9 shall also apply.

**6.3. Statutory refugees and Stateless persons**

6.3.1. The travel document for refugees, issued pursuant to the Convention on the Status of Refugees of 28 July 1951 (Geneva Convention on Refugees), shall be accepted as a document enabling the holder to cross borders.

The visa arrangements for the holders of a travel document for refugees shall be regulated by national law. However, the following special rules must be complied with:

- the holders of a travel document for refugees who hold a residence permit issued by a Contracting Party are exempt from the requirement for a visa to enter the territory of the Contracting Parties,
- the holders of a travel document for refugees issued by Denmark, the United Kingdom, Ireland, Iceland, Liechtenstein, Malta, Norway, Sweden or Switzerland are exempt from the visa requirement for entering the territory of the Kingdom of Belgium, the Federal Republic of Germany, the Kingdom of Spain, the Italian Republic, the Grand Duchy of Luxembourg, the Kingdom of the Netherlands and the Portuguese Republic. The holders of such travel documents shall be subject to the requirement for a visa to enter the territory of the Hellenic Republic and the French Republic.

6.3.2. The travel document for Stateless persons, issued pursuant to the Convention on the Status of Stateless Persons of 28 September 1954, shall be accepted as a document enabling the holder to cross the border with the exception of entry to the territory of the Portuguese Republic.

Holders of a travel document for Stateless persons shall be subject to the requirement for an entry visa unless they hold a residence permit issued by one of the Contracting Parties.

**6.4. Pilots of aircraft and other crew members**

6.4.1. The holders of a pilot's licence or a crew member certificate as provided for in Annex 9 to the Civil Aviation Convention of 7 December 1944 are

exempt from the requirement for a passport and a visa provided that in the course of their duties:

- they do not leave the stop-over airport,
- they do not leave the airport of arrival,
- they do not leave the territory of the airport municipality,
- they leave the airport only to go to another airport situated in the territory of a Contracting Party.

6.4.2. The provisions of Part II, points 1.3 et seq., regulate checks on aircraft crew.

Wherever possible, priority must be given to checks on aircraft crews. Specifically, they shall be checked either before passengers or at special locations set aside for the purpose. Crews known to staff responsible for checks in the performance of their duties may be subject to random checks only.

**6.5. Seamen**

6.5.1. 'Seamen' means crews as defined in point 3.4.1.3.

6.5.2. Seamen holding a seaman's book or a seafarer's identity document (issued in accordance with the Geneva Convention of 13 May 1958) may, in accordance with the provisions of the London Convention of 9 April 1965 and national provisions, go ashore to stay in the area of the port where their ships call or in the adjacent municipalities without presenting themselves at a border crossing-point, on condition that they appear on the crew list, which has previously been submitted for checking, of the ship they belong to and that they hold a visa. If a sailor constitutes a threat to public policy or national security, he may be refused permission to go ashore.

6.5.3. Seamen who intend to stay outside the municipalities situated in the vicinity of ports must comply with the conditions for entry to the territory of the Contracting Parties and, in particular, must hold a valid travel document bearing a visa where appropriate and have sufficient means of subsistence.

6.5.4. Without prejudice to the provisions laid down in Part I, points 1 et seq., holders of a seaman's book or a seafarer's identity document may be authorised to enter the territory of the Contracting Parties only in the circumstances set out below:

- boarding a ship which has already anchored or is about to arrive in a port of the Contracting Parties,



- transit to a third State or return to the State of origin,
- emergency cases or cases of necessity (illness, dismissal, end of contract, etc.).

In such cases, officers responsible for border checks shall conduct the necessary verification to ensure that entry checks have not been circumvented following relaxation of the requirement applied to this category of persons.

Such verification may take any of the following forms:

- written declaration by the shipowner or by the shipowner's agent concerned,
- written declaration by the appropriate diplomatic or consular authorities,
- proof obtained as a result of specific verification by the police authorities or, where appropriate, by other competent administrations,
- contract authenticated by affixing the stamp of the maritime authority.

#### 6.6. **Holders of diplomatic, official or service passports**

In view of the special privileges or immunities they enjoy, the holders of diplomatic, official or service passports issued by States or Governments recognised by the Contracting Parties who are travelling in the course of their duties shall, wherever possible, be granted favourable treatment by being given priority over other travellers at border checks even though they remain, where necessary, subject to the requirement for a visa.

Accredited members of diplomatic missions and of consular representations and their families who hold the card issued by the Ministry of Foreign Affairs may enter the territory of the Contracting Parties on presentation of the card and, if necessary, of the document authorising them to cross the border. Specimen cards are shown in Annex 13.

If a person presenting himself at the external border invokes privileges, immunities and exemptions, the officer responsible for carrying out checks may require him to provide proof of his status by producing the appropriate documents, in particular certificates issued by the accrediting State or a diplomatic passport or other means. If he has doubts, the officer may, in case of urgent need, apply directly to the Ministry of Foreign Affairs.

As a general rule, persons holding these documents shall not be required to prove that they have sufficient means of subsistence.

Moreover, checking officers may not in any circumstances refuse the holders of diplomatic, official or service passports entry to the territory of the Contracting Parties without first consulting the appropriate national authorities. This shall also apply where an alert has been entered in the SIS for this person.

#### 6.7. **Cross-border workers**

6.7.1. The status of cross-border workers shall be determined by the national law of the Contracting Parties.

6.7.2. The procedures for checking cross-border workers are governed by the provisions for checks on aliens. Checks may be relaxed in accordance with point 1.3.5.3.

#### 6.8. **Minors**

6.8.1. Minors crossing the border shall be subject to the same checks as adults, even where they are accompanied by persons having parental care over them.

Staff carrying out checks must pay particular attention to minors travelling unaccompanied. They must ensure wherever possible that minors do not leave the territory against the wishes of the persons having parental care over them.

(...) <sup>(1)</sup>.

#### 6.9. **Group trips**

6.9.1. The intensity of checks to which group trip participants are subject will normally depend on their nationality.

6.9.2. In particular cases, such as for example school trips or groups of retired people or pilgrims, checks may be restricted to verification on the basis of the occupancy list or spot checks on travellers. Whatever the situation, normal procedure shall apply to checks on the group leader.

#### 6.10. **Aliens who submit an application for asylum at the border**

If an alien requests asylum at the border, the national laws of the Contracting Party concerned shall apply until it is determined who has responsibility for dealing with the application for asylum.

<sup>(1)</sup> Points 6.8.2 and 6.8.3 have been deleted by Council Decision 2002/587/EC (OJ L 187, 16.7.2002, p. 50). Applicable since 16 July 2002.

**6.11. Members of international organisations**

Holders of the following documents issued by the international organisations listed below may, in carrying out their duties, be granted preferential treatment where possible vis-à-vis other travellers during border checks.

As a general rule, holders of these documents are not required to prove that they have sufficient means of subsistence.

The following documents, in particular, are taken into consideration:

- United Nations laissez-passers issued to staff of the United Nations and subordinate agencies under the Convention on Privileges and Immunities of Specialised Agencies adopted by

the United Nations General Assembly on 21 November 1947 in New York,

- laissez-passers issued by the High Authority of the European Coal and Steel Community (ECSC),
- European Economic Community (EEC) laissez-passers,
- European Atomic Energy Community (Euratom) laissez-passers,
- legitimacy certificate issued by the Secretary-General of the Council of Europe,
- documents issued by a NATO Headquarters (military ID card accompanied by a travel order, travel warrant, or an individual or group service order).

## ANNEX 1

**Authorised border crossing points**

(Part i, point 1.2, of the Common Manual)

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## BELGIUM

**Air borders**

- Brussels national airport (Zaventem)
- Ostend
- Deurne
- Bierset
- Gosselies
- Wevelgem (aerodrome)

**Sea borders**

- Antwerp
- Ostend
- Zeebrugge
- Nieuwpoort
- Gent
- Blankenberge

**Land borders**

- Eurostar (Channel Tunnel)  
Brussels-Zuid/Midi

## DENMARK

**Sea borders***Denmark*

- |  |                                       |
|--|---------------------------------------|
| — Aabenraa Havn  | — Fredericia Havn                     |
| — Aalborg Havn A/S   | — Frederikshavn Havn                  |
| — Aalborg Portland A/S   | — Gedser Færgehavn                    |
| — Aarø Havn  | — Grenaa Havn                         |
| — Aarøsund Havn  | — Gråsten Havn                        |
| — Aggersund Kalkværks Udsikbningsbro (Løgstør)                   | — Gulfhavn (på Stigsnæs ved Skælskør) |
| — Allinge Havn   | — Haderslev Havn                      |
| — Asnæs-, Advedøre-, Kyndby-, Masnedø-,<br>Stigsnæsværkets Havne | — Hals Havn                           |
| — Assens Havn  | — Hanstholm Havn                      |
| — Bagenkop Havn  | — Hasle Havn                          |
| — Bandholm Havn  | — Havnen ved Kolby Kås (Samsø)        |
| — Børgense Havn  | — Helsingør Færgehavn                 |
| — Bønnerup Havn  | — Hirtshals Havn                      |
| — Dansk Salt A/S' Anlægskaj (Mariager)                           | — H.J. Hansen Hadsund A/S' Havn       |
| — Det Danske Stålvalseværk A/S' Havn (Frederiksværk)             | — Hobro Havn                          |
| — Dragør Havn  | — Holbæk Havn                         |
| — Enstedværkets Havn (Aabenraa)                                  | — Holstebro-Struer Havn               |
| — Esbjerg Havn   | — Horsens Havn                        |
| — Faaborg Havn   | — Hou Havn (Odder)                    |
| — Fakse Ladeplads Fiskeri- og Lystbådehavn                       | — Hundested Havn                      |
| — Faxe Havn  | — Hvide Sande Havn                    |
|  | — Kalundborg Havn                     |

- |   |  |
|---|--|
| — Kaløvig Bådehavn                                  | — Rødby Færge- og Trafikhavn               |
| — Kerteminde Havn & Marina                          | — Rømø Havn                                |
| — Klintholm Havn                                    | — Rønne Havn                               |
| — Kolding Havn                                      | — Skagen Havn                              |
| — Kongsdal Havn                                     | — Skive Havn                               |
| — Korsør Havn                                       | — Skærbækværkets Havn                      |
| — Københavns Havn                                   | — Statoil Pieren, Melbyvej 17 i Kalundborg |
| — Køge Havn   | — Stege Havn                               |
| — Lemvig Havn                                       | — Stevns Kridtbruds Udsikningspier         |
| — Lindø-Terminalen                                  | — Stubbekøbing Havn                        |
| — Lyngs Odde Ammoniakhavn                           | — Studstrupværkets Havn (Skødstrup)        |
| — Marstal Havn                                      | — Svaneke Havn                             |
| — Middelfart Havn                                   | — Svendborg Trafikhavn                     |
| — Nakskov Havn                                      | — Søby Havn                                |
| — Nexø Havn   | — Sønderborg Havn                          |
| — NKT Trådværket A/S' Havn (Middelfart)             | — Sæby Havn                                |
| — Nordjyllandsværkets Havn                          | — Tejn Havn                                |
| — Nykøbing F. Havn                                  | — Thisted Havn                             |
| — Nyborg Fritids- og Lystbådehavn samt Fiskerihavn  | — Thorsminde Havn                          |
| — Nyborg Havn A/S (Lindholm Havn og Avernakke Pier) | — Thyborøn Havn                            |
| — Næstved Havn                                      | — Vang Havn                                |
| — Odense Havn                                       | — Vejle Havn                               |
| — Odense Staalskibsværft A/S' Havn                  | — Vordingborg Havn                         |
| — Orehoved Havn                                     | — Ærøskøbing Havn                          |
| — Randers Havn                                      | — Århus Havn                               |
| — Rudkøbing Havn                                    |  |

#### *Faroe Islands*

- |                     |                   |
|---------------------|-------------------|
| — Fuglafjarðar Havn | — Runavíkar Havn  |
| — Klaksvíkar Havn   | — Tórshavnar Havn |
| — Kollafjarðar Havn | — Tvøroyrar Havn  |
| — Oyra Havn         | — Vágs Havn       |

#### *Greenland*

- |                                   |                                 |
|-----------------------------------|---------------------------------|
| — Aasiaat (Egedesminde)           | — Paamiut (Frederikshåb)        |
| — Ilulissat (Jakobshavn)          | — Qaanaaq (Thule)               |
| — Ittoqqortoormiit (Scoresbysund) | — Qaqortoq (Julianehåb)         |
| — Kangerlussuaq (Sdr. Strømfjord) | — Qasigiannguit (Christianshåb) |
| — Maniitsoq (Sukkertoppen)        | — Qeqertarsuaq (Godhavn)        |
| — Nanortalik                      | — Sisimiut (Holsteinsborg)      |
| — Narsaq                          | — Tasiilaq (tidl. Angmagssalik) |
| — Narsarsuaq                      | — Upernavik                     |
| — Nuuk (Godthåb)                  | — Uummannaq                     |

**Air borders***Denmark:*

- |                                   |                                 |
|-----------------------------------|---------------------------------|
| — Aalborg Lufthavn                | — Københavns Lufthavn, Roskilde |
| — Aarhus Lufthavn                 | — Lemvig Flyveplads             |
| — Billund Lufthavn                | — Odense Lufthavn               |
| — Bornholms Lufthavn              | — Skive Lufthavn                |
| — Esbjerg Lufthavn                | — Stauning Lufthavn             |
| — Herning Flyveplads              | — Sønderborg Lufthavn           |
| — Karup Lufthavn                  | — Thisted Lufthavn              |
| — Koldingegnens Lufthavn, Vamdrup | — Vojens Lufthavn               |
| — Københavns Lufthavn i Kastrup   | — Ærø Lufthavn                  |

*Faroe Islands*

- Vágar Lufthavn

*Greenland*

- Kangerlussuaq (Sdr. Strømfjord)
- Nuuk (Godthåb)
- Qaanaaq

## GERMANY

Authorised border crossing points

## GERMANY—DENMARK

*Designation of border crossing points on the German side*

Flensburg Bahnhof

Wassersleben

Kupfermühle

Flensburg Bahnhof

Harrislee

Ellund Autobahn (BAB 7)

Jardelund

Weesby

Neupepersmark

Westre

Böglum

Süderlügum Bahnhof

Aventoft

Rosenkranz

Rodenäs

*Designation of border crossing points on the Danish side*

Pattburg (Padborg)

Kollund

Krusau (Kruså)

Pattburg Bahnhof (Station Padborg)

Pattburg (Padborg)

Fröslee (Frøslev)

Sophienthal (Sofiedal)

Groß Jündewatt (St. Jyndeved)

Alt Peppersmark (Pebersmark)

Grünhof (Grøngård)

Seth (Sæd)

Tondern (Tønder)

Møllehus

Rüttebüll (Rudbøl)

Hoger (Højer)

Authorised border crossing points

## GERMANY—POLAND

*Designation of border crossing points on the German side*

Ahlbeck

Linken

Grambow Bahnhof

Pomellen-Autobahn (BAB 11)

Tantow Bahnhof

Rosow

Mescherin

Gartz

Schwedt

Hohensaaten-Hafen

Hohenwutzen

Küstrin-Kietz

Küstrin-Kietz Bahnhof

Frankfurt/Oder Hafen

Frankfurt/Oder Straße

Frankfurt/Oder Bahnhof

Frankfurt/Oder-Autobahn (BAB 12)

Eisenhüttenstadt

Guben Straße

Guben Bahnhof

Forst Bahnhof

Forst-Autobahn (BAB 15)

Bad Muskau

Podrosche

Horka Bahnhof

Ludwigsdorf Autobahn

Görlitz Straße

Görlitz Bahnhof

Ostriz

Zittau Chopin-Straße

Zittau-Friedensstraße

*Designation of border crossing points on the Polish side*

Swinemünde (Świnoujście)

Neu Lienken (Lubieszyn)

Scheune (Szczecin-Gumieńce)

Kolbitzow (Kolbaskowo)

Scheune (Szczecin-Gumieńce)

Rosow (Rosówek)

Greifenhagen (Gryfino)

Fiddichow (Widuchowa)

Niederkränig (Krajnik Dolny)

Niederwutzen (Osinów Dolny)

Niederwutzen (Osinów Dolny)

Küstrin (Kostrzyn)

Küstrin (Kostrzyn)

Ślubice

Ślubice

Kunersdorf (Kunowice)

Schwetig (Świecko)

Mühlow (Miłów)

Guben (Gubin)

Guben (Gubin)

Forst (Zasieki)

Erlenholz (Olszyna)

Muskau (Mużaków)

Priebus (Przewoz)

Nieder Bielau (Bielawa Dolna)

Hennersdorf (Jedrychowice)

Görlitz (Zgorzelec)

Görlitz (Zgorzelec)

Ostriz-Bahnhof (Krzewina Zgorzelecka)

Kleinschönau (Sieniawka)

Poritsch (Porajow)

Authorised border crossing points

## GERMANY—CZECH REPUBLIC

*Designation of border crossing points on the German side*

Zittau Bahnhof  
 Seifhennersdorf (Nordstraße)  
 Seifhennersdorf  
 Neugersdorf  
 Ebersbach Bahnhof  
 Sebnitz  
 Schmilka  
 Bad Schandau Bahnhof  
 Schöna  
 Bahratal  
 Zinnwald  
 Neurehefeld  
 Reitzenhain  
 Bärenstein (Eisenbahn)  
 Bärenstein  
 Oberwiesenthal  
 Johanngeorgenstadt Bahnhof  
 Johanngeorgenstadt  
 Klingenthal  
 Bad Brambach Bahnhof  
 Schönberg  
 Bad Elster  
 Selb  
 Selb-Plössberg Bahnhof  
 Schirnding Cheb/Eger Bahnhof  
 Schirnding  
 Waldsassen  
 Mähring  
 Bärnau  
 Waidhaus (B 14)  
 Waidhaus Autobahn (BAB 6)  
 Eslarn  
 Waldmünchen  
 Furth im Wald Schafberg  
 Furth im Wald Bahnhof  
 Eschlkam  
 Neukirchen b. HL. Blut  
 Bayerisch Eisenstein  
 Bayerisch Eisenstein Bahnhof  
 Philippsreuth  
 Haidmühle

*Designation of border crossing points on the Czech side*

Grottau an der Neiße (Hrádek n.N.)  
 Rumburg (Rumburk)  
 Warnsdorf (Varnsdorf)  
 Georgswalde (Jiřikov)  
 Rumburg (Rumburk)  
 Nedereinsiedel (Dolní Poustevna)  
 Herrnskretsch (Hřensko)  
 Tetschen (Děčín)  
 Herrnskretsch (Høensko)  
 Peterswald (Petrovice)  
 Zinnwald (Cinovec)  
 Moldava (Moldau)  
 Sebastiansberg (Hora Sv. Šebestiána)  
 Weipert (Vejprty)  
 Weipert (Vejprty)  
 Gottesgab (Boží Dar)  
 Breitenbach (Potučky)  
 Breitenbach (Potučky)  
 Graslitz (Kraslice)  
 Voitzersreuth (Vojtanov)  
 Voitzersreuth (Vojtanov)  
 Grün (Dobruška)  
 Asch (Aš)  
 Asch (Aš)  
 Eger (Cheb)  
 Mühlbach (Pomezí)  
 Heiligenkreuz (Svatý Kříž)  
 Proměňov (Broumov)  
 Paulusbrunn (Pavlov Studenec)  
 Rosshaupt (Rozvadov)  
 Rosshaupt (Rozvadov)  
 Eisendorf (Železná)  
 Haselbach (Lisková)  
 Vollmau (Folmava)  
 Böhmisches Kubitzen (Česká Kubice)  
 Neumark (Všeruby)  
 St. Katharina (Svatá Kateřina)  
 Markt Eisenstein (Železná Ruda)  
 Markt Eisenstein (Železná Ruda)  
 Kuschwarda (Strážný)  
 Tusset (Stožek)



Authorised border crossing points

## GERMANY—SWITZERLAND

*Designation of border crossing points on the German side*

Konstanz-Klein Venedig

Konstanz-Schweizer. Personenbahnhof

Konstanz-Wiesenstraße

Konstanz-Kreuzlinger Tor

Konstanz-Emmishofer Tor

Konstanz-Paradieser Tor

Gaienhofen

Hemmenhofen

Wangen

Öhningen-Oberstaad

Öhningen

Rielasingen Bahnhof

Singen Bahnhof

Rielasingen

Gasthof 'Spießhof' an der B 34

Gottmadingen

Murbach

Gailingen-Ost

Gailingen-Brücke

Gailingen-West

Randegg

Bietingen

Thayngen Bahnhof

Ebringen

Schlatt am Randen

Büßlingen

Wiechs-Dorf

Wiechs-Schlauch

Neuhaus-Randen

Fützen

Stühlingen

Eberfingen

Eggingen

Erzingen

Erzingen Bahnhof

Weisweil

Jestetten-Wangental

Jestetten-Hardt

*Designation of border crossing points on the Swiss side*

Kreuzlingen-Seestraße

Konstanz Personenbahnhof

Kreuzlingen-Wiesenstraße

Kreuzlingen

Kreuzlingen-Emmishofer

Tägerwilen

Steckborn

Steckborn

Mammern

Stein am Rhein

Stein am Rhein

Ramsen Bahnhof

Schaffhausen

Ramsen-Grenze

Gasthof 'Spießhof'

Buch-Grenze

Buch-Dorf

Ramsen-Dorf

Diessenhofen

Dörflingen-Pünt und Dörflingen-Laag

Neu Dörflingen

Thayngen Straße

Thayngen Bahnhof

Thayngen-Ebringer Straße

Thayngen-Schlatt

Hofen

Altdorf

Merishausen

Bargen

Beggingen

Schleitheim

Hallau

Wunderklingen

Trasadingen

Trasadingen Bahnhof

Wilchingen

Osterfingen

Neuhausen

Jestetten Bahnhof	Neuhausen Bahnhof
Altenburg-Rheinau Bahnhof	Neuhausen Bahnhof
Altenburg-Nohl	Nohl
Altenburg-Rheinbrücke	Rheinau
Nack	Rüdlingen
Lottstetten	Rafz-Solgen
Lottstetten-Dorf	Rafz-Grenze
Lottstetten Bahnhof	Rafz Bahnhof
Baltersweil	Rafz-Schluchenberg
Dettighofen	Buchenloh
Bühl	Wil-Grenze
Günzgen	Wasterkingen
Herdern	Rheinsfelden
Rötteln	Kaiserstuhl
Reckingen	Rekingen
Rheinheim	Zurzach-Burg
Waldshut Bahnhof	Koblenz
Waldshut-Rheinbrücke	Koblenz
Waldshut-Rheinfähre	Juppen/Full
Dogern	Leibstadt
Albbruck	Schwaderloch
Laufenburg	Laufenburg
Bad Säckingen-Alte Rheinbrücke	Stein/Holzbrücke
Bad Säckingen	Stein
Rheinfelden	Rheinfelden
Grenzacherhorn	Riehen-Grenzacher Straße
Inzlingen	Riehen-Inzlinger Straße
Lörrach-Wiesentalbahn	Riehen Bahnhof
Lörrach-Stetten	Riehen
Lörrach-Wiesenuferweg	Riehen-Weilstraße
Weil-Ost	Riehen-Weilstraße
Basel Badischer Personenbahnhof	Basel Badischer Bahnhof
Basel Badischer Rangierbahnhof in Weil am Rhein	Basel Badischer Rangierbahnhof
Weil-Otterbach	Basel-Freiburger Straße
Weil-Friedlingen	Basel-Hiltalinger Straße
Weil am Rhein-Autobahn (BAB 5)	Basel

Authorised border crossing points*PORTS ON LAKE CONSTANCE (BODENSEE)*

Lindau-Städtischer Segelhafen	Meersburg
Lindau-Hafen	Überlingen
Bad Schachen	Mainau
Wasserburg (Bodensee)	Konstanz-Hafen
Langenargen	Insel Reichenau
Friedrichshafen-Hafen	Radolfzell

Authorised border crossing points*PORTS ON THE RHINE*

Rheinfelden-Rheinhafen	Grenzach (Fa. Hoffmann La Roche AG)
Wyhlen (Wyhlen GmbH)	Weil-Schiffsanlegestelle
Grenzach (Fa. Geigy)	Weil-Rheinhafen

Authorised border crossing points*PORTS ON THE NORTH SEA*

List/Sylt	Elsfleth
Hörnum/Sylt	Brake
Dagebüll	Großensiel
Wyk/Föhr	Nordenham
Wittdün/Amrum	Fedderwardsiel
Pellworm	Eckwarderhörne
Strucklahnungshörn/Nordstrand	Varel
Süderhafen/Nordstrand	Wilhelmshaven
Husum	Hooksiel
Friedrichstadt	Horumersiel
Tönning	Carolinensiel (Harlesiel)
Büsum	Neuharlingersiel
Meldorfer Hafen	Bensersiel
Friedrichskoog	Westeraccumersiel
Helgoland	Norddeich
Itzehoe	Greetsiel
Wewelsfleth	Wangerooge
Brunsbüttel	Spiekeroog
Glückstadt	Langeoog
Elmshorn	Baltrum
Uetersen	Norderney
Wedel	Juist
Hamburg	Borkum
Hamburg-Neuenfelde	Emden
Buxtehude	Leer
Stade	Weener
Stadersand	Papenburg
Bützflether Sand	Herbrum
Otterndorf	
Cuxhaven	
Bremerhaven	
Bremen	
Lemwerder	

Authorised border crossing points*BALTIC PORTS*

Flensburg-Hafen	Puttgarden Bahnhof
Flensburg-Mürwik (Hafenanlage der Bundesmarine)	Puttgarden
Glücksburg	Burgstaaken
Langballigau	Heiligenhafen
Quern-Neukirchen	Großenbrode (Hafenanlagen der Bundesmarine)
Gelting	Grömitz
Maasholm	Neustadt (Hafenanlage der Bundesmarine)
Schleimünde	Niendorf
Kappeln	Lübeck-Travemünde
Olpenitz (Hafenanlagen der Bundesmarine)	Lübeck
Schleswig	Timmendorf
Ostseebad Damp	Wolgast
Eckernförde	Wismar
Eckernförde (Hafenanlagen der Bundesmarine)	Warnemünde
Surendorf (Hafenanlagen der Bundesmarine)	Rostock Überseehafen
Rendsburg	Stralsund
Strande	Libben
Schilksee	Bock
Kiel-Holtenau	Saßnitz
Kiel	Ruden
Mölnort/Heikendorf	Greifswald-Ladebow Hafen
Jägersberg (Hafenanlage der Bundesmarine)	Kamminke
Laboe	Ahlbeck Seebrücke
Orth	
<i>ODERHAFF</i>	
Anklam Hafen	Ueckermünde
Karnin	Altwarp Hafen

Authorised border crossing points**Airports, aerodromes, air fields***THE FEDERAL STATE OF SCHLESWIG-HOLSTEIN*

Eggebek	Kiel-Holtenau
Flensburg-Schäferhaus	Lübeck-Blankensee
Helgoland-Düne	Schleswig/Jagel
Hohn	Westerland/Sylt
Itzehoe-Hungriger Wolf	Wyk/Föhr

*THE FEDERAL STATE OF MECKLENBURG-WESTERN POMERANIA*

Barth	Neubrandenburg-Trollenhagen
Heringsdorf	Rostock-Laage

*THE FEDERAL STATE OF HAMBURG*

Hamburg

*THE FEDERAL STATE OF BREMEN*

Bremen	Bremerhaven-Lüneort
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*THE FEDERAL STATE OF LOWER SAXONY*

Borkum	Leer-Papenburg
Braunschweig-Waggum	Lemwerder, Werksflughafen der Weser-Flugzeugbau GmbH Bremen
Bückeburg-Achum	
Celle	Norderney
Damme/Dümmer-See	Nordholz
Diepholz	Osnabrück-Atterheide
Emden	Peine-Eddersee
Fassberg	Wangerooze
Ganderkesee	Wilhelmshaven-Mariensiel
Hannover	Wittmundhafen
Jever	
Nordhorn-Lingen	Wunstorf

*THE FEDERAL STATE OF BRANDENBURG*

Cottbus-Drewitz	Nauen
Cottbus-Neuhausen	Neuhausen
Kyritz	Schönhagen

*THE FEDERAL STATE OF BERLIN*

Tegel	Schönefeld
Tempelhof	

*THE FEDERAL STATE OF NORTH RHINE-WESTPHALIA*

Aachen-Merzbrück	Marl/Loemühle
Arnsberg	Meinerzhagen
Bielefeld-Windelsbleiche	Mönchengladbach
Bonn-Hardthöhe	Münster-Osnabrück
Dahlemer Binz	Nörvenich
Dortmund-Wickede	Paderborn-Lippstadt
Düsseldorf	Porta Westfalica
Essen-Mülheim	Rheine-Bentlage
Hangelar	Siegerland
Hopsten	
Köln/Bonn	Stadtlohn-Wenningfeld

*THE FEDERAL STATE OF SAXONY*

Dresden	Rothenburg/Oberlausitz
Leipzig-Halle	

*THE FEDERAL STATE OF THURINGIA*

Erfurt

*THE FEDERAL STATE OF RHINELAND-PALATINATE*

Büchel	Pferdsfeld
Föhren	Pirmasens-Zweibrücken
Koblenz-Winningen	Speyer
Mendig	Worms-Bürgerweide-West

*THE FEDERAL STATE OF SAARLAND*

Saarbrücken-Ensheim

Saarlouis/Düren

*THE FEDERAL STATE OF HESSE*

Egelsbach

Fritzlar

Allendorf/Eder

Kassel-Calden

Frankfurt/Main

Reichelsheim

*THE FEDERAL STATE OF BADEN-WÜRTTEMBERG*

Aalen-Heidenheim-Elchingen

Laupheim

Baden Airport Karlsruhe Baden-Baden

Leutkirch-Unterzeil

Baden-Baden-Oos

Mannheim-Neustadt

Donaueschingen-Villingen

Mengen

Freiburg/Brg.

Mosbach-Lohrbach

Friedrichshafen-Löwentl

Niederstetten

Heubach (Krs. Schwäb.Gmünd)

Offenburg

Karlsruhe Forchheim

Schwäbisch Hall

Konstanz

Stuttgart

*THE FEDERAL STATE OF BAVARIA*

Aschaffenburg

Lechfeld

Augsburg-Mühlhausen

Leipheim

Bayreuth-Bindlacher Berg

Memmingen

Coburg-Brandensteinebene

München 'Franz Joseph Strauß'

Eggenfelden/Niederbayern

Neuburg

Erding

Nürnberg

Fürstenfeldbruck

Oberpfaffenhofen, Werkflugplatz der Dornier-Werke GmbH

Hassfurth-Mainwiesen

Passau-Vilshofen

Herzogenaurach

Roth

Hof-Pirk

Rothenburg o. d. Tauber

Ingolstadt

Straubing-Wallmühle

Kempten-Durach

Weiden/Opf.

Landsberg/Lech

Würzburg am Schenkenturm

Landshut-Ellermühle

## GREECE

**Εναέρια σύνορα**

1. ΑΘΗΝΑ
2. ΗΡΑΚΛΕΙΟ
3. ΘΕΣΣΑΛΟΝΙΚΗ
4. ΡΟΔΟΣ
5. ΚΕΡΚΥΡΑ
6. ΑΝΤΙΜΑΧΕΙΑ ΚΩ
7. ΧΑΝΙΑ
8. ΠΥΘΑΓΟΡΕΙΟ ΣΑΜΟΥ
9. ΜΥΤΙΛΗΝΗ
10. ΙΩΑΝΝΙΝΑ
11. ΑΡΑΞΟΣ <sup>(1)</sup>
12. ΣΗΤΕΙΑ
13. ΧΙΟΣ <sup>(1)</sup>
14. ΑΡΓΟΣΤΟΛΙ
15. ΚΑΛΑΜΑΤΑ
16. ΚΑΒΑΛΑ
17. ΑΚΤΙΟ ΒΟΝΙΤΣΑΣ
18. ΜΗΛΟΣ <sup>(1)</sup>
19. ΖΑΚΥΝΘΟΣ
20. ΘΗΡΑ
21. ΣΚΙΑΘΟΣ
22. ΚΑΡΠΑΘΟΣ <sup>(1)</sup>
23. ΜΥΚΟΝΟΣ
24. ΑΛΕΞΑΝΔΡΟΥΠΟΛΗ
25. ΕΛΕΥΣΙΝΑ
26. ΑΝΔΡΑΒΙΔΑ
27. ΑΤΣΙΚΗ ΛΗΜΝΟΥ

**Airports**

- ATHINA
- HERAKLION
- THESSALONIKI
- RHODOS
- KERKIRA (KORFU)
- ANTIMACHIA (KOS)
- CHANIA
- PITHAGORIO – SAMOS
- MITILINI
- IOANNINA
- ARAXOS <sup>(1)</sup>
- SITIA
- CHIOS <sup>(1)</sup>
- ARGOSTOLI
- KALAMATA
- KAVALA
- AKTIO-VONITSAS
- MILOS <sup>(1)</sup>
- ZAKINTHOS
- THIRA
- SKIATHOS
- KARPATOS <sup>(1)</sup>
- MIKONOS
- ALEXANDROUPOLI
- ELEFSINA
- ANDRAVIDA
- ATSIKI-LIMNOS

**Θαλάσσια σύνορα**

1. ΓΥΘΕΙΟ
2. ΣΥΡΟΣ
3. ΗΓΟΥΜΕΝΙΤΣΑ
4. ΣΤΥΛΙΔΑ
5. ΑΓΙΟΣ ΝΙΚΟΛΑΟΣ
6. ΡΕΘΥΜΝΟ
7. ΛΕΥΚΑΔΑ
8. ΣΑΜΟΣ
9. ΒΟΛΟΣ
10. ΚΩΣ
11. ΔΑΦΝΗ ΑΓΙΟΥ ΟΡΟΥΣ

**Ports**

- GHITHIO
- SIROS
- IGOYMENITSA
- STILIDA
- AGIOS NIKOLAOS
- RETHIMNO
- LEFKADA
- SAMOS
- VOLOS
- KOS
- DAFNI-AGIOU OROUS

<sup>(1)</sup> The airports at Araxos, Hios, Karpathos and Milos are unauthorised border crossing points. These are exclusively operational during the summer period.

12. ΙΒΗΡΑ ΑΓΙΟ ΟΡΟΥΣ	IVIRA-AGIOU OROUS
13. ΓΕΡΑΚΙΝΗ	GERAKINI
14. ΓΛΥΦΑΔΑ	GLIFADA
15. ΠΡΕΒΕΖΑ	PREVEZA
16. ΠΑΤΡΑ	PATRA
17. ΚΕΡΚΥΡΑ	KERKIRA
18. ΣΗΤΕΙΑ	SITIA
19. ΧΙΟΣ	CHIOS
20. ΑΡΓΟΣΤΟΛΙ	ARGOSTOLI
21. ΘΕΣΣΑΛΟΝΙΚΗ	THESSALONIKI
22. ΚΟΡΙΝΘΟΣ	KORINTHOS
23. ΚΑΛΑΜΑΤΑ	KALAMATA
24. ΚΑΒΑΛΑ	KAVALA
25. ΙΘΑΚΗ	ITHAKI
26. ΠΥΛΟΣ	PILOS
27. ΠΥΘΑΓΟΡΕΙΟ ΣΑΜΟΥ	PITHAGORIO-SAMOS
28. ΛΑΥΡΙΟ	LAVRIO
29. ΗΡΑΚΛΕΙΟ	HERAKLIO
30. ΣΑΜΗ ΚΕΦΑΛΛΗΝΙΑΣ	SAMI-KEFALONIA
31. ΠΕΙΡΑΙΑΣ	PIREAS
32. ΜΗΛΟΣ	MILOS
33. ΚΑΤΑΚΩΛΟ	KATAKOLO
34. ΣΟΥΔΑ ΧΑΝΙΩΝ	SOUDA-CHANIA
35. ΙΤΕΑ	ITEA
36. ΕΛΕΥΣΙΝΑ	ELEFSINA
37. ΜΥΚΟΝΟΣ	MIKONOS
38. ΝΑΥΠΛΙΟ	NAFPLIO
39. ΧΑΛΚΙΔΑ	CHALKIDA
40. ΡΟΔΟΣ	RODOS
41. ΖΑΚΥΝΘΟΣ	ZAKINTHOS
42. ΘΗΡΑ	THIRA
43. ΚΑΛΟΙ ΛΙΜΕΝΕΣ ΗΡΑΚΛΕΙΟΥ	KALI-LIMENES-HERAKLIOU
44. ΜΥΡΙΝΑ ΛΗΜΝΟΥ	MYRINA-LIMNOS
45. ΠΑΞΟΙ	PAXI
46. ΣΚΙΑΘΟΣ	SKIATHOS
47. ΑΛΕΞΑΝΔΡΟΥΠΟΛΗ	ALEXANDROUPOLI
48. ΑΙΓΙΟ	AIGHIO
49. ΠΑΤΜΟΣ	PATMOS
50. ΣΥΜΗ	SIMI
51. ΜΥΤΙΛΗΝΗ	MITILINI
52. ΧΑΝΙΑ	CHANIA



**Χερσαία σύνορα****Σύνορα με την Αλβανία**

1. ΚΑΚΑΒΙΑ
2. ΚΡΥΣΤΑΛΛΟΠΗΓΗ

**Σύνορα Fyrom**

1. ΝΙΚΗ
2. ΕΙΔΟΜΕΝΗ (ΣΙΔΗΡΟΔΡΟΜΙΚΟ)
3. ΕΥΖΩΝΟΙ
4. ΔΟΙΡΑΝΗ

**Σύνορα με τη Βουλγαρία**

1. ΠΡΟΜΑΧΩΝΑΣ
2. ΠΡΟΜΑΧΩΝΑΣ (ΣΙΔΗΡΟΔΡΟΜΙΚΟ)
3. ΔΙΚΑΙΑ (ΣΙΔΗΡΟΔΡΟΜΙΚΟ)
4. ΟΡΜΕΝΙΟ

**Σύνορα με την Τουρκία**

1. ΚΑΣΤΑΝΙΕΣ ΕΒΡΟΥ
2. ΠΥΘΙΟΥ (ΣΙΔΗΡΟΔΡΟΜΙΚΟ)
3. ΚΗΠΟΙ ΕΒΡΟΥ

**Land borders****with Albania**

1. KAKAVIA
2. KRISTALOPIGI

**with Fyrom**

1. NIKI
2. IDOMENI (RAIL)
3. EVZONI
4. DOIRANI

**with Bulgaria**

1. PROMACHONAS
2. PROMACHONAS (RAIL)
3. DIKEA EVROS (RAIL)
4. ORMENIO EVROS

**with Turkey**

1. KASTANIES, EVROS
2. PITHIO (RAIL)
3. KIPI, EVROS

**SPAIN****Air borders**

- Madrid-Barajas
- Barcelona
- Gran Canaria
- Palma de Mallorca
- Alicante
- Ibiza
- Malaga
- Sevilla
- Tenerife Sur
- Valencia
- Almeria
- Asturias
- Bilbao
- Fuerteventura
- Gerona

- Granada
- Lanzarote
- La Palma
- Menorca
- Santander
- Santiago
- Vitoria
- Saragossa
- Pamplona
- Jerez de la Frontera
- Valladolid
- Reus
- Vigo
- La Coruña
- Murcia

**Sea borders**

- Algeciras (Cadix)
- Alicante
- Almería

- Arrecife (Lanzarote)
- Avilés (Asturien)
- Barcelona

- |                             |                                   |
|-----------------------------|-----------------------------------|
| — Bilbao                    | — Malaga                          |
| — Cadiz                     | — Melilla                         |
| — Cartagena (Murcia)        | — Motril (Granada)                |
| — Castellón                 | — Palma de Mallorca               |
| — Ceuta                     | — Sagunto (provincia de Valencia) |
| — Ferrol (La Coruña)        | — San Sebastian                   |
| — Gijón                     | — Santa Cruz de Tenerife          |
| — Huelva                    | — Santander                       |
| — Ibiza                     | — Sevilla                         |
| — La Coruña                 | — Tarragona                       |
| — La Línea de la Concepción | — Valencia                        |
| — La Luz (Las Palmas)       | — Vigo                            |
| — Mahón                     |                                   |

**Land borders**

- |           |  |
|-----------|--|
| — Ceuta   | — La Seo de Urgel                          |
| — Melilla | — La Línea de la Concepción <sup>(1)</sup> |

## FRANCE

**Air borders**

- |                              |                             |
|------------------------------|-----------------------------|
| 1. Abbeville                 | 23. Cahors-Lalbenque        |
| 2. Agen-la Garenne           | 24. Calais-Dunkerque        |
| 3. Ajaccio-Campo dell'Oro    | 25. Calvi-Sainte-Catherine  |
| 4. Albi-le-Séquestre         | 26. Cannes-Mandelieu        |
| 5. Amiens-Glisy              | 27. Carcassonne-Salvaza     |
| 6. Angers-Marcé              | 28. Castres-Mazamet         |
| 7. Angoulême-Brie-Champniers | 29. Châlons-Vatry           |
| 8. Annecy Methet             | 30. Chambéry-Aix les Bains  |
| 9. Annemasse                 | 31. Charleville-Mézières    |
| 10. Auxerre-Branches         | 32. Châteauroux-Déols       |
| 11. Avignon-Caumont          | 33. Cherbourg-Mauperthus    |
| 12. Bâle-Mulhouse            | 34. Clermont-Ferrand-Aulnat |
| 13. Bastia-Poretta           | 35. Colmar-Houssen          |
| 14. Beauvais-Tillé           | 36. Courchevel              |
| 15. Bergerac-Roumanière      | 37. Deauville-Saint-Gatien  |
| 16. Besançon-La Vèze         | 38. Dieppe-Saint-Aubin      |
| 17. Béziers-Vias             | 39. Dijon-Longvic           |
| 18. Biarritz-Bayonne-Anglet  | 40. Dinard-Pleurtuit        |
| 19. Bordeaux-Mérignac        | 41. Dôle-Tavaux             |
| 20. Bourges                  | 42. Epinal-Mirecourt        |
| 21. Brest-Guipavas           | 43. Figari-Sud Corse        |
| 22. Caen-Carpiquet           | 44. Cap-Tallard             |

<sup>(1)</sup> The customs post and police checkpoint at 'La Línea de la Concepción' does not correspond to the outline of the border as recognised by Spain in the Treaty of Utrecht.

- |                            |                                    |
|----------------------------|------------------------------------|
| 45. Genève-Cointrin        | 77. Orléans-Bricy                  |
| 46. Granville              | 78. Orléans-Saint-Denis-de-l'Hôtel |
| 47. Grenoble-Saint Geoirs  | 79. Paris-Charles de Gaulle        |
| 48. Hyères-Le-Palivestre   | 80. Paris-le Bourget               |
| 49. Issy-les-Moulineaux    | 81. Paris-Orly                     |
| 50. La Môle                | 82. Pau-Pyrénées                   |
| 51. Lannion                | 83. Périgueux-Bassilac             |
| 52. La Rochelle-Laleu      | 84. Perpignan-Rivesaltes           |
| 53. Laval-Entrammes        | 85. Poitiers-Biard                 |
| 54. Le Castelet            | 86. Pontarlier                     |
| 55. Le Havre-Octeville     | 87. Pontoise-Cormeilles-en-Vexin   |
| 56. Le Mans-Arnage         | 88. Quimper-Pluguffan              |
| 57. Le Touquet-Paris Plage | 89. Reims-Champagne                |
| 58. Lille-Lesquin          | 90. Rennes Saint-Jacques           |
| 59. Limoges-Bellegarde     | 91. Roanne-Renaiss.                |
| 60. Lognes-Emerainville    | 92. Rodez-Marcillac                |
| 61. Lorient-Lann Bihoué    | 93. Rouen-Vallée de Seine          |
| 62. Lyon-Bron              | 94. Saint-Brieuc-Armor             |
| 63. Lyon-Saint-Exupéry     | 95. Saint-Etienne-Bouthéon         |
| 64. Marseille-Provence     | 96. Saint-Nazaire-Montoir          |
| 65. Meaux-Esbly            | 97. Saint-Yan                      |
| 66. Megève                 | 98. Strasbourg-Entzheim            |
| 67. Metz-Nancy-Lorraine    | 99. Tarbes-Ossun-Lourdes           |
| 68. Monaco-Héliport        | 100. Toulouse-Blagnac              |
| 69. Montbéliard-Courcelles | 101. Tours-Saint-Symphorien        |
| 70. Montpellier-Fréjorgues | 102. Toussus-le-Noble              |
| 71. Morlaix-Ploujean       | 103. Troyes-Barberey               |
| 72. Nancy-Essey            | 104. Valence-Chabeuil              |
| 73. Nantes-Atlantique      | 105. Valenciennes-Denain           |
| 74. Nevers-Fourchambault   | 106. Vannes-Meucon                 |
| 75. Nice-Côte d'Azur       | 107. Vesoul-Frotey                 |
| 76. Nîmes-Garons           | 108. Vichy-Charmeil                |

**Sea borders**

- |                     |                       |
|---------------------|-----------------------|
| 1. Agde             | 11. Boulogne          |
| 2. Ajaccio          | 12. Brest             |
| 3. Anglet           | 13. Caen-Ouistreham   |
| 4. Arcachon         | 14. Calais            |
| 5. Bastia           | 15. Calvi             |
| 6. Bayonne          | 16. Camaret           |
| 7. Beaulieu-sur-Mer | 17. Cannes-Vieux Port |
| 8. Biarritz         | 18. Cap-d'Agde        |
| 9. Bonifacio        | 19. Carry-le-Rouet    |
| 10. Bordeaux        | 20. Carteret          |

- |                                 |                                       |
|---------------------------------|---------------------------------------|
| 21. Cassis                      | 50. Morlaix                           |
| 22. Cherbourg                   | 51. Nantes-Saint-Nazaire              |
| 23. Ciboure                     | 52. Nice                              |
| 24. Concarneau                  | 53. Noirmoutier                       |
| 25. Dieppe                      | 54. Paimpol                           |
| 26. Dunkerque                   | 55. Pornic                            |
| 27. Fécamp                      | 56. Port-Camargue                     |
| 28. Golfe-Juan                  | 57. Port-de-Bouc-Fos/Port-Saint-Louis |
| 29. Granville                   | 58. Port-en-Bessin                    |
| 30. Groix                       | 59. Port-la-Nouvelle                  |
| 31. Gruissan                    | 60. Porto-Vecchio                     |
| 32. Hendaye                     | 61. Port-Vendres                      |
| 33. Honfleur                    | 62. Propriano                         |
| 34. La Rochelle-La Pallice      | 63. Quimper                           |
| 35. La Turballe                 | 64. Roscoff                           |
| 36. Le Croisic                  | 65. Rouen                             |
| 37. Le Guilvinec                | 66. Royan                             |
| 38. Le Havre                    | 67. Saint-Brieuc (maritime)           |
| 39. Le Palais                   | 68. Saint-Cyprien                     |
| 40. Les Sables-d'Olonne-Port    | 69. Saint-Florent                     |
| 41. Le Touquet-Etaples          | 70. Saint-Gilles-Croix-de-Vie         |
| 42. Le Tréport                  | 71. Saint-Malo                        |
| 43. Leucate                     | 72. Saint-Valéry-en-Caux              |
| 44. L'Île-Rousse                | 73. Sète                              |
| 45. Lorient                     | 74. Toulon                            |
| 46. Macinaggio                  | 75. Valras                            |
| 47. Mandelieu-la Napoule        | 76. Villefranche-sur-Mer              |
| 48. Marseille                   | 77. Villeneuve-Loubet                 |
| 49. Monaco-Port de la Condamine |                                       |

### **Land borders**

#### ***with Switzerland***

- |   |  |
|---|--|
| 1. Abbevillers road   | 13. Huningue road  |
| 2. Bâle-Mulhouse airport (pedestrian walkway between areas) | 14. La Cheminée road                                       |
| 3. Bois-d'Amont   | 15. La Cure  |
| 4. Chatel   | 16. Les Fourgs   |
| 5. Col France   | 17. Les Verrières road                                     |
| 6. Delle road   | 18. Leymen-Benken  |
| 7. Divonne-les-Bains  | 19. Moëlsulaz  |
| 8. Ferney-Voltaire  | 20. Mouthe road  |
| 9. Ferrières-sous-Jougne                                    | 21. Pfetterhouse   |
| 10. Genève-Cornavin station                                 | 22. Pontarlier-station                                     |
| 11. Goumois   | 23. Poste autoroute Saint-Julien-Bardonnex (motorway post) |
| 12. Hegenheim-Allschwill                                    | 24. Pougny   |

- |   |                                     |
|---|-------------------------------------|
| 25. Prévessin                             | 30. Saint-Louis-Lysbuchel           |
| 26. Saint-Gingolph                        | 31. Vallard-Thonex                  |
| 27. Saint-Julien-Perly                    | 32. Vallorbe (international trains) |
| 28. Saint-Louis motorway                  | 33. Vallorcine                      |
| 29. Saint-Louis-Bâle-rail freight station | 34. Veigy                           |

**with the United Kingdom: (cross-channel fixed link)**

1. Gare de Paris-Nord (station)/London Waterloo Station/Ashford International Station
2. Gare de Lille-Europe (station)/London Waterloo Station/Ashford International Station
3. Cheriton/Coquelles
4. Gare de Fréthun (station)/London Waterloo Station/Ashford International Station
5. Gare de Chessy-Marne-la-Vallée (station)
6. Gare d'Avignon-Centre (station)

**with Andorra**

Pas de la Case

**ITALY**

**Air borders**

— Alessandria	Polizia di Stato
— Alghero (SS)	Polizia di Stato
— Ancona	Polizia di Stato
— Aosta	Polizia di Stato
— Bari	Polizia di Stato
— Bergamo	Polizia di Stato
— Biella	Polizia di Stato
— Bologna	Polizia di Stato
— Bolzano	Polizia di Stato
— Brescia	Polizia di Stato
— Brindisi	Polizia di Stato
— Cagliari	Polizia di Stato
— Catane	Polizia di Stato
— Crotono	Polizia di Stato
— Cuneo	Polizia di Stato
— Firenze	Polizia di Stato
— Foggia	Polizia di Stato
— Forlì	Polizia di Stato
— Genova	Polizia di Stato
— Grosseto	Polizia di Stato
— Lamezia Terme (CZ)	Polizia di Stato
— Lampedusa (AG)	Carabinieri
— Lecce	Polizia di Stato
— Marina di Campo (LI)	Carabinieri
— Milano Linate	Polizia di Stato
— Napoli	Polizia di Stato
— Novi Ligure	Carabinieri

— Olbia (SS)	Polizia di Stato
— Oristano	Polizia di Stato
— Padova	Polizia di Stato
— Palermo	Polizia di Stato
— Pantelleria (TP)	Carabinieri
— Para	Polizia di Stato
— Perugia	Polizia di Stato
— Pescara	Polizia di Stato
— Pisa	Polizia di Stato
— Reggio di Calabria	Polizia di Stato
— Rimini	Polizia di Stato
— Roma Ciampino	Polizia di Stato
— Roma Fiumicino	Polizia di Stato
— Roma Urbe	Polizia di Stato
— Ronchi del Legionari (GO)	Polizia di Stato
— Salerno	Polizia di Stato
— Siena	Polizia di Stato
— Taranto-Grottaglie	Polizia di Stato
— Torino	Polizia di Stato
— Trapani	Polizia di Stato
— Tortoli (NU)	Polizia di Stato
— Treviso	Polizia di Stato
— Varese Malpensa	Polizia di Stato
— Venezia	Polizia di Stato
— Verona	Polizia di Stato
— Villanova d'Albenga (SV)	Carabinieri

### Sea borders

— Alassio (SV)	Polizia di Stato
— Alghero (SS)	Polizia di Stato
— Ancona	Polizia di Stato
— Anzio — Nettuno (RM)	Polizia di Stato
— Augusta (SR)	Polizia di Stato
— Barcoli (NA)	Carabinieri
— Bari	Polizia di Stato
— Barletta (BA)	Polizia di Stato
— Brindisi	Polizia di Stato
— Cagliari	Polizia di Stato
— Campo nell'Elba (LI)	Carabinieri
— Caorle (VE)	Carabinieri
— Capraia Isola (LI)	Carabinieri
— Capri (NA)	Polizia di Stato
— Carbonia (CA)	Polizia di Stato
— Castellammare di Stabia (NA)	Polizia di Stato

— Castellammare del Golfo (TP)	Polizia di Stato
— Catania	Polizia di Stato
— Chioggia (VE)	Polizia di Stato
— Civitavecchia (RM)	Polizia di Stato
— Crotone	Polizia di Stato
— Duino Aurisina (TS)	Polizia di Stato
— Finale Ligure (SV)	Carabinieri
— Fiumicino (RM)	Polizia di Stato
— Formia (LT)	Polizia di Stato
— Gaeta (LT)	Polizia di Stato
— Gallipoli (LE)	Polizia di Stato
— Gela (CL)	Polizia di Stato
— Genova	Polizia di Stato
— Gioia Tauro (RC)	Polizia di Stato
— Grado (GO)	Polizia di Stato
— Ischia (NA)	Polizia di Stato
— La Maddalena (SS)	Carabinieri
— La Spezia	Polizia di Stato
— Lampedusa (AG)	Polizia di Stato
— Lerici (SP)	Carabinieri
— Levanto (SP)	Carabinieri
— Licata (AG)	Polizia di Stato
— Lignano (VE)	Carabinieri
— Lipari (ME)	Carabinieri
— Livorno	Polizia di Stato
— Loano (SV)	Carabinieri
— Manfredonia (FG)	Polizia di Stato
— Marciana Marina (LI)	Carabinieri
— Marina di Carrara (MS)	Polizia di Stato
— Marsala (TP)	Polizia di Stato
— Mazara del Vallo (TP)	Polizia di Stato
— Messina	Polizia di Stato
— Milazzo (ME)	Polizia di Stato
— Molfetta (BA)	Carabinieri
— Monfalcone (GO)	Polizia di Stato
— Monopoli (BA)	Carabinieri
— Napoli	Polizia di Stato
— Olbia (SS)	Polizia di Stato
— Oneglia (IM)	Polizia di Stato
— Oristano	Polizia di Stato
— Ortona (CH)	Carabinieri
— Otranto (LE)	Polizia di Stato
— Palau (SS)	Polizia di Stato
— Palermo	Polizia di Stato

— Pantelleria (TP)	Carabinieri
— Pesaro	Polizia di Stato
— Pescara	Polizia di Stato
— Piombino (LI)	Polizia di Stato
— Porto Azzurro (LI)	Carabinieri
— Porto Cervo (SS)	Polizia di Stato
— Porto Empedocle (AG)	Polizia di Stato
— Porto Ferraio (LI)	Polizia di Stato
— Porto Nogaro (UD)	Carabinieri
— Porto Tolle (RO)	Polizia di Stato
— Porto Torres (SS)	Polizia di Stato
— Porto Venere (SV)	Carabinieri
— Portofino (IM)	Carabinieri
— Pozzallo (RG)	Carabinieri
— Pozzuoli (NA)	Polizia di Stato
— Rapallo (GE)	Polizia di Stato
— Ravenna	Polizia di Stato
— Reggio die Calabria	Polizia di Stato
— Rimini	Polizia di Stato
— Rio Marina (LI)	Carabinieri
— Riposto (CT)	Carabinieri
— Santa Maria Ligure (GE)	Carabinieri
— San Remo (IM)	Polizia di Stato
— Santa Teresa di Gallura (SS)	Polizia di Stato
— San Benedetto del Tronto (AP)	Polizia di Stato
— Salerno	Polizia di Stato
— Savona	Polizia di Stato
— Siracusa	Polizia di Stato
— Sorrento (NA)	Polizia di Stato
— Taormina (ME)	Polizia di Stato
— Taranto	Polizia di Stato
— Termini Imerese (PA)	Polizia di Stato
— Terracina (LT)	Polizia di Stato
— Torre Annunziata (NA)	Polizia di Stato
— Tortoli (NU)	Polizia di Stato
— Torviscosa (UD)	Carabinieri
— Trapani	Polizia di Stato
— Trieste	Polizia di Stato
— Varazze (SV)	Carabinieri
— Vasto (CH)	Polizia di Stato
— Venezia	Polizia di Stato
— Viareggio (LU)	Polizia di Stato
— Vibovalentia Marina (VV)	Polizia di Stato



**Land borders****with Switzerland**

— Bellavista di Clivio (VA), Category 2	Guardia di Finanza
— Biegno Indemini (VA), Category 1	Guardia di Finanza
— Bizzarone (CO), Category 1	Polizia di Stato
— Brogeda (CO), Category 1 trade	Guardia di Finanza
— Brogeda (CO), Category 1 tourism	Polizia di Stato
— Chiasso (CO), Category 1 rail	Polizia di Stato
— Col G.S. Bernardo (AO), Category 1	Carabinieri
— Col Menoure (AO), Category 1	Guardia di Finanza
— Cremenaga (VA), Category 1	Carabinieri
— Crociale dei Mulini (CO), Category 2	Guardia di Finanza
— Domodossola (VB), Category 1	Polizia di Stato
— Drezzo (CO), Category 2	Guardia di Finanza
— Forcola di Livigno (SO), Category 1	Carabinieri
— Fornasette (VA), Category 1	Carabinieri
— Gaggiolo (VA), Category 1	Carabinieri
— Iselle (VB), Category 1 rail	Polizia di Stato
— Luino (VA), Category 1 rail	Polizia di Stato
— Luino (VA), Category 1 lake	Polizia di Stato
— Maslianico (CO), Category 1	Polizia di Stato
— Monte Bianco (AO), Category 1	Polizia di Stato
— Monte Moro (VB), Category 1	Guardia di Finanza
— Monte Spluga (SO), Category 1	Carabinieri
— Oria Val Solda (CO), Category 1	Carabinieri
— Oria Val Solda (CO), Category 1 lake	Carabinieri
— Paglino (VB), Category 1	Polizia di Stato
— Palone (VA), Category 1	Guardia di Finanza
— Passo S. Giacomo (VB), Category 1	Guardia di Finanza
— Piaggio Valmara (VB), Category 1	Carabinieri
— Piattamala (SO), Category 1	Polizia di Stato
— Pino Lago Maggiore (VA), Category 1 rail	Polizia di Stato
— Plan Maison (AO), Category 1	Carabinieri
— Plateau Rosa (AO), Category 1	Carabinieri
— Ponte Chiasso (CO), Category 1	Polizia di Stato
— Ponte del Gallo (SO), Category 1	Carabinieri
— Ponte Ribellasca (VB), Category 1 rail	Polizia di Stato
— Ponte Ribellasca (VB), Category 1	Polizia di Stato
— Ponte Tresa (VA), Category 1 lake and road	Polizia di Stato
— Porto Ceresio (VA), Category 1 lake and road	Polizia di Stato
— Ronago (CO), Category 2	Guardia di Finanza
— Saltrio (VA), Category 2	Guardia di Finanza

— S. Margherita di Stabio (CO), Category 1	Polizia di Stato
— S. Maria dello Stelvio (SO), Category 1	Guardia di Finanza
— S. Pietro di Clivio (VA), Category 2	Guardia di Finanza
— Tirano (SO), Category 1 rail	Polizia di Stato
— Traforo G.S. Bernardo (AO), Category 1	Polizia di Stato
— Tubre (BZ), Category 1	Polizia di Stato
— Valmara di Lanzo (CO), Category 1	Carabinieri
— Villa di Chiavenna (SO), Category 1	Carabinieri
— Zenna (VA), Category 1	Carabinieri

**with Slovenia**

— Basovizza (TS), Category 1	Carabinieri
— Castelletto versa (GO), Category 2	Guardia di Finanza
— Chiampore (TS), Category 2	Carabinieri
— Devetachi (GO), Category 2	Guardia di Finanza
— Ferneti (TS), Category 1	Polizia di Stato
— Fusine Laghi (UD), Category 1	Carabinieri
— Gorizia, Category 1 Eisenbahn	Polizia di Stato
— Gorizia Casa Rossa, Category 1	Polizia di Stato
— Gorizia S. Gabriele, Category 2	Guardia di Finanza
— Gorizia S. Pietro, Category 2	Guardia di Finanza
— Gorizia Via Rafut, Category 2	Guardia di Finanza
— Jamiano (GO), Category 2	Guardia di Finanza
— Merna (GO), Category 2	Guardia di Finanza
— Mernico (GO), Category 2	Guardia di Finanza
— Molino Vecchio (UD)	Guardia di Finanza
— Monrupino (TS), Category 2	Guardia di Finanza
— Noghere (TS), Category 2	Guardia di Finanza
— Passo Predil (UD), Category 1	Carabinieri
— Pese (TS), Category 1	Polizia di Stato
— Plessiva (GO), Category 2	Guardia di Finanza
— Polava di Cepletischis (UD), Category 2	Guardia di Finanza
— Ponte Vittorio, Category 2	Guardia di Finanza
— Prebenico Caresana (TS), Category 2	Guardia di Finanza
— Rabuiese (TS), Category 1	Polizia di Stato
— Robedischis (UD), Category 2	Guardia di Finanza
— Salcano (GO), Category 2	Guardia di Finanza
— S. Andrea (GO), Category 1	Polizia di Stato
— S. Barbara (TS), Category 2	Polizia di Stato
— S. Bartolomeo (TS), Category 1	Carabinieri
— S. Floriano (GO), Category 2	Guardia di Finanza
— S. Pelagio (TS), Category 2	Carabinieri
— S. Servolo (TS), Category 2	Guardia di Finanza

— Stupizza (UD), Category 1	Guardia di Finanza
— Vencò (GO), Category 1	Guardia di Finanza
— Villa Opicina (TS), Category 1 rail	Polizia di Stato
— Uccia (UD), Category 1	Guardia di Finanza

*Note:* Category 2 crossing points are only used by border residents who are in possession of special documents for the purpose (local border traffic).

## LUXEMBOURG

### Air borders

- Luxembourg

## NETHERLANDS

### Air borders

— Amsterdam Schiphol	— Lelystad
— De Kooy	— Maastricht-Aachen
— Eindhoven	— Rotterdam
— Enschede Twente	— Valkenburg (ZH)
— Groningen Eelde	

### Sea borders

— Amsterdam IJmond	— Hoek van Holland/Europoort
— Delfzijl	— Lauwersoog
— Den Helder	— Moerdijk
— Dordrecht	— Rotterdam-Havens
— Gent-Terneuzen	— Scheveningen
— Harlingen	— Vlissingen

## AUSTRIA

### Airports and aerodromes

#### Airports

Graz-Thalerhof	Linz-Hörsching
Innsbruck-Kranebitten	Salzburg-Maxglan
Klagenfurt-Wörthersee	Wien-Schwechat

#### Aerodromes

Bad Kleinkirchheim	Goldeck Talstation
Dobersberg	Halleg
Eferding	Heliport Pongau
Feldkirchen-Ossiacher See	Hofkirchen
Ferlach	Hohenems-Dornbirn
Ferlach-Glainach	Kapfenberg
Freistadt	Kappl
Friesach-Hirt	Kitzbühel
Fürstenfeld	Krems-Langenlois
Gmunden	

Kufstein-Langkampfen	Scharnstein
Lanzen-Turnau	Schärding-Suben
Leoben-Timmersdorf	Seitenstetten
Leopoldsdorf	Spitzerberg
Lienz-Nikolsdorf	St. Pölten
Linz-Ost	Stockerau
Mariazell	Trieben
Mauterndorf	Villach
Mayrhofen	Völkermarkt
Micheldorf	Vöslau
Niederöblarn	Waidring
Nötsch im Gailtal	Wattens
Ottenschlag	Weiz-Unterfladnitz
Pinkafeld	Wels
Punitz-Güssing	Wiener Neudorf
Reutte-Höfen	Wiener Neustadt/Ost
Ried-Kirchheim	Wiietersdorf
St. Andrä im Lavanttal	Wolfsberg
St. Donat	Zell am See
St. Georgen am Ybbsfeld	Zeltweg
St. Johann/Tirol	Zwatzhof (Hubschrauberflugplatz)

## Ports

### *Ports on the Danube*

Hainburg <sup>(1)</sup>

Wien-Praterkai <sup>(1)</sup>

### *Ports on Lake Constance*

Hafen Bregenz <sup>(2)</sup>

Hafen Hard <sup>(2)</sup>

## Land border

### *with Switzerland and Liechtenstein*

Martinsbruck	Feldkirch-Buchs (station)
Schalkhof	Tosters
Spiss	Nofels
Zeblas	Nofels-Fresch
Fimberpass	Meiningen
Tisis	Bangs <sup>(3)</sup>

<sup>(1)</sup> Border crossing point on the Danube for passenger and freight traffic.

<sup>(2)</sup> Port on Lake Constance with no regular shipping traffic; only manned for excursion traffic.

<sup>(3)</sup> The Bangs border crossing point covers the border crossing points at Nofels-Egg, Gantensteinweg, Rainweg, Habererweg, Rheindammweg und Jägersteig-Felsbandweg.

'Tschagguns' <sup>(1)</sup>	Wiesenrain
Koblach	Lustenau
Mäder	St. Margarethen (station)
Hohenems	Höchst
Lustenau-Schmitterbrücke	Gaissau (including cycle path)
Feldkirch-Buchs (station)	

**with the Czech Republic**

Plöckensteiner See-A. Stifter Denkmal	Grametten
Plöckensteiner See	Fratres
Guglwald	Oberthürna
Schöneben	Mitterretzbach
Weigetschlag	Hardegg
Summerau (station)	Kleinhaugsdorf
Wulowitz	Retz (station)
Pyhrabruck	Laa an der Thaya
Gmünd-Bahn (rail)	Drasenhofen
Gmünd-Böhmzeil	Schrattenberg
Gmünd-Bleylebenstraße	Reinthal
Schlag	Hohenau (station)
Neunagelberg	

**with Slovakia**

Hohenau-Brücke (bridge)	Kittsee
Marchegg (station)	Kittsee-Jarovce
Berg	

**with Hungary**

Nickelsdorf-Hegyeshalom (station)	Deutschkreutz
Nickelsdorf-Straße (road)	Rattersdorf
Nickelsdorf-Autobahn (motorway)	Geschriebenstein
Andau	Rechnitz
Pamhagen	Schachendorf
Pamhagen (station)	Eberau
Mörbisch am See	Heiligenkreuz im Lafnitztal
Klingenbach	Jennersdorf (station)
Sopron <sup>(2)</sup>	

<sup>(1)</sup> The name 'Tschagguns' covers the border crossing points at Plankner Sattel, Sainatal, Kirchspitzen, Brandner Gletscher, Schesaplana, Tote Alpe, Bartümeljoch, Salarueljoch, Mattlerjoch, Sareiserjoch, Bettlerjoch, Schweizertor, Drusentor, Grünes Fürkele, Plaseggengpaß and Sarottlpaß.

<sup>(2)</sup> Sopron covers all the authorised crossing points at Wulkaprodersdorf-Sopron, Loipersbach-Sopron and Deutschkreutz-Sopron.

**with Slovenia**

Bonisdorf	Radlpass
Tauka	Soboth
Kalch	Laaken
St. Anna	Hühnerkogel
Gruisla	Lavamünd
Pölten	Leifling
Goritz	Grablach
Zelting	Bleiburg (station)
Sicheldorf	Raunjak
Bad Radkersburg	Petzen
Mureck	Luscha
Weitersfeld-Murfähre	Uschowa
Spielfeld-Autobahn (motorway)	Steiner Alpen
Spielfeld-Straße (road)	Paulitschsattel
Spielfeld (station)	Seebergsattel
Ehrenhausen	Koschuta
Berghausen	Loibltunnel
Sulztal	Loiblpass
Langeegg	Hochstuhl
Großwalz	Kahlkogel
Schlossberg	Rosenbach (station)
Arnfels	Karawankentunnel
Oberhaag	Mittagskogel
St. Pongratzen	Wurzenpass

## PORTUGAL

**Sea borders**

## MAINLAND

— Aveiro	— Nazaré
— C. das Freiras	— Olhão
— Cascais	— Peniche
— Doca dos Olivais-Lisboa	— Portimão
— Cais da Estiva Velha-Porto	— Póvoa do Varzim
— Faro	— S. Martinho do Porto
— Figueira da Foz	— Sesimbra
— Lagos	— Setúbal
— Leixões	— Sines
— Porto de Lisboa	— Viana do Castelo
— Marina de Vila Moura	

## AUTONOMOUS REGION OF MADEIRA

- PF 208 — Funchal Port
- Porto Santo harbour — Island of Porto Santo

*AUTONOMOUS REGION OF THE AZORES*

- Angra do Heroísmo/Praia da Vitória harbour — Island of Terceira
- Ponta Delgada harbour — Island of S. Miguel
- Horta quay — Island of Faial

**Air borders***MAINLAND*

- Lisboa Airport
- Faro Airport
- Francisco Sá Carneiro Airport—Porto

*AUTONOMOUS REGION OF MADEIRA*

- Santa Catarina Airport—Island of Madeira
- Porto Santo Airport—Island of Porto Santo

*AUTONOMOUS REGION OF THE AZORES*

- Civilian air terminal of Lajes—Island of Terceira
- Santa Maria Airport—Island of Santa Maria
- Ponta Delgada Airport— Island of S. Miguel

*FINLAND***Land borders**

Vaalimaa	Ruhovaara*
Vainikkala (rail)	Haapavaara*
Nuijamaa	Leminaho*
Niirala	Inari*
Vartius	Kokkojärvi*
Raja-Jooseppi	Kivipuro*
Imatra*	Rajakangas*
Kelloselkä*	Karikangas*
Kortesalmi*	Karttimo*
Kolmikanta*	Kurvinen*
Uukuniemi*	Onkamo*
Valkeavaara*	Virtaniemi*

*Explanation:* Border crossing points are based on the Agreement between the Government of the Republic of Finland and the Government of the Russian Federation on mutual border crossing points (Helsinki, 11 March 1994). Those marked with an asterisk are in only limited use in accordance with the Agreement and are kept open for traffic as the need arises. Traffic consists almost exclusively of timber freight. The majority of crossing points are closed most of the time.

**Airports**

Enontekiö	Joensuu
Helsinki — Malmi	Jyväskylä
Helsinki — Vantaa	Kajaani
Ivalo	Kemi — Tornio

Kittilä	Pori
Kruunupyy	Rovaniemi
Kuopio	Savonlinna
Kuusamo	Tampere — Pirkkala
Lappeenranta	Turku
Maarianhamina	Vaasa
Mikkeli	Varkaus
Oulu	

### Sea borders

#### *Harbour crossing points for commercial and fishing vessels*

Eckerö	Maarianhamina (also for pleasure craft)
Hamina	Naantali
Hanko	Nuijamaa (also for pleasure craft)
Haukipudas	Oulu
Helsinki	Parainen
Inkoo	Pietarsaari (also for pleasure craft)
Kalajoki	Pori (also for pleasure craft)
Kaskinen (auch für Vergnügungsschiffe)	Porvoo
Kemi (also for pleasure craft)	Raahe
Kokkola	Rauma (also for pleasure craft)
Kotka	Tammisaari
Kristiinankaupunki	Tornio
Lappeenranta	Turku
Loviisa	Uusikaupunki (also for pleasure craft)
Långnäs	Vaasa

#### *Coastguard stations operating as border crossing points for pleasure craft and seaplanes*

Bågaskär	Nauvo
Enskär	Orregrund
Glosholmen	Pirttisaari
Haapasaaret	Porkkala (also for seaplanes)
Hanko (also for seaplanes)	Raahe
Hiittinen	Röyttä
Jussarö	Santio
Kalajoki	Storklubb
Kokkola	Suomenlinna (also for seaplanes)
Kotka (also for seaplanes)	Susiluoto
Kummelgrund	Valassaaret
Kökar	Vallgrund
Maarianhamina (also for seaplanes)	Virpiniemi
Mäntyluoto	



## SWEDEN

Arlanda	Nyköping
Arvidsjaur	Nynäshamn
Borlänge	Oxelösund
Gävle	Ronneby
Göteborg	Sandhamn
Halmstad	Simrishamn
Helsingborg	Slite
Härnösand	Stockholm
Jönköping	Strömstad
Kalmar	Sundsvall
Karlshamn	Säffle
Karlskrona	Söderköping
Karlstad	Södertälje
Kristianstad	Trelleborg
Landskrona	Trollhättan
Landvetter	Uddevalla
Lidköping	Umeå
Linköping	Visby
Luleå	Västerås
Lysekil	Växjö
Malmö	Ystad
Marstrand	Örebro
Mora	Örnsköldsvik
Norrköping	Östersund

## ICELAND

**Airports**

Akureyri	Keflavík
Egilsstaðir	
Höfn	Reykjavík

**Ports**

Akranes	Húsavík
Akureyri	Höfn
Bolungarvík	Ísafjörður
Fáskrúðsfjörður	Patreksfjörður
Fjarðarbyggð	Raufarhöfn
Grindavík	Reykjanesbær
Grundarfjörður	Reykjavík
Grundartangi	Sandgerði
Hafnarfjörður	Sauðárkrúkur
	Seyðisfjörður

Siglufjörður  
Skagaströnd  
Vestmannaeyjar

Vopnafjörður  
Þorlákshöfn  
Þórshöfn

## NORWAY

### Airports

Gardermoen  
Fagernes  
Geilo  
Sandefjord  
Skien  
Notodden  
Kristiansand  
Sola  
Haugesund  
Leirvik  
Bergen indre  
Ålesund  
Molde

Kristiansund  
Ørland  
Røros  
Stjørdal  
Bodø  
Narvik  
Sortland  
Bardufoss  
Tromsø  
Alta  
Lakselv  
Kirkenes

### Sea borders

Oslo  
Halden  
Sarpsborg  
Fredrikstad  
Hvaler  
Moss  
Follo  
Drammen  
Hurum  
Holmestrand  
Horten  
Tønsberg  
Sandefjord  
Larvik  
Skien  
Porsgrunn  
Kragerø  
Arendal  
Grimstad  
Risør  
Kristiansand  
Farsund  
Flekkefjord

Mandal  
Egersund  
Gjesdal  
Hå  
Sandnes  
Sokndal  
Rana  
Sola  
Stavanger  
Haugesund  
Tysvær  
Odda  
Lindås  
Askøy  
Sotra  
Leirvik  
Bergen indre  
Høyanger  
Årdalstangen  
Florø  
Måløy  
Ålesund  
Molde

Kristiansund  
Ørland  
Hummelvik  
Orkanger  
Trondheim  
Steinkjer  
Stjørdal  
Namsos  
Mosjøen  
Bodø  
Narvik  
Sortland  
Svolvær  
Gryllefjord  
Harstad

Balsfjord  
Finnsnes  
Karlsøy  
Lyngen  
Skjervøy  
Tromsø  
Hammerfest  
Havøysund  
Honningsvåg  
Alta  
Båtsfjord  
Vardø  
Kjøllefjord  
Vadsø  
Kirkenes

**Land borders**

Storskog

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## ANNEX 2

## ANNEX 3

*Annexes 2 and 3 have been deleted by Council Decision 2002/352/EC (OJ L 123, 9.5.2002, p. 47). Applicable since 1 June 2002.*

## ANNEX 4

**Criteria for determining whether a travel document may bear a visa**

*This document corresponds to Annex 11 to the Common Consular Instructions on Visas.*

The travel documents outlined below shall be considered valid for the purposes of Article 17(3)(a) of the Schengen Convention provided that they attest to the holder's identity and, in the cases mentioned under a and b below, the holder's nationality or citizenship and provided that they fulfil the conditions under Articles 13 and 14.

- (a) Travel documents issued in accordance with international rules applied by countries or regional and local bodies recognised by all Member States.
- (b) Passports or travel documents which, although issued by countries or international bodies not recognised by all Member States, guarantee the alien's return, provided that the Executive Committee recognises these as valid documents on which to affix a common visa (alternatively affixed on a separate sheet). The unanimous approval of the Executive Committee shall be required for:

- the list of these passports or travel documents,
- the list of countries or entities that are not recognised, which have issued documents.

The possible compilation of these lists, which shall only apply to the requirements for implementing the Schengen Convention, shall not prejudice Member States' recognition of countries or regional and local entities that are not recognised.

- (c) Travel documents for refugees, issued in accordance with the Convention of 1951 on the Status of Refugees.
- (d) Travel documents for Stateless persons issued in accordance with Convention of 1954 on the Status of Stateless Persons <sup>(1)</sup>.

<sup>(1)</sup> Portugal and Austria, although not Contracting Parties to this Convention, accept that travel documents issued in accordance with this Convention may bear the uniform visa issued by the Schengen States.

## ANNEX 5

- I. **Common list of third countries the nationals of which are subject to the visa requirement imposed by Regulation (EC) No 539/2001 <sup>(1)</sup>, as amended by Regulation (EC) No 2414/2001 <sup>(2)</sup>.**
- II. **Common list of third countries the nationals of which are exempt from the visa requirement imposed by Regulation (EC) No 539/2001 <sup>(1)</sup>, as amended by Regulation (EC) No 2414/2001 <sup>(2)</sup>.**
- III. **Regulations governing the movement of holders of diplomatic, official duty and service passports, and holders of laissez-passers which certain International Intergovernmental Organisations issue to their officials.**

*This document corresponds to Annexes 1 and 2 to the Common Consular Instructions on Visas.*

- I. *Common list of third countries the nationals of which are subject to the visa requirement imposed by Regulation (EC) No 539/2001, as amended by Regulation (EC) No. 2414/2001*

## States

AFGHANISTAN	CAPE VERDE
ALBANIA	CENTRAL AFRICAN REPUBLIC
ALGERIA	CHAD
ANGOLA	CHINA
ANTIGUA AND BARBUDA	COLOMBIA
ARMENIA	CONGO
AZERBAIJAN	CÔTE D'IVOIRE
BAHAMAS	CUBA
BAHRAIN	DEMOCRATIC REPUBLIC OF CONGO
BANGLADESH	DJIBOUTI
BARBADOS	DOMINICA
BELARUS	DOMINICAN REPUBLIC
BELIZE	EGYPT
BENIN	EQUATORIAL GUINEA
BHUTAN	ERITREA
BOSNIA AND HERZEGOVINA	ETHIOPIA
BOTSWANA	FEDERAL REPUBLIC OF YUGOSLAVIA (SERBIA — MONTENEGRO)
BURKINA FASO	FIJI
BURMA/MYANMAR	FORMER YUGOSLAV REPUBLIC OF MACEDONIA
BURUNDI	GABON
CAMBODIA	GAMBIA
CAMEROON	GEORGIA
	GHANA

<sup>(1)</sup> OJ L 81, 21.3.2001, p. 1.

<sup>(2)</sup> OJ L 327, 12.12.2001, p. 1.

GRENADA	NEPAL
GUINEA	NIGER
GUINEA-BISSAU	NIGERIA
GUYANA	NORTH KOREA
HAITI	NORTHERN MARIANAS
INDIA	OMAN
INDONESIA	PAKISTAN
IRAN	PALAU
IRAQ	PAPUA NEW GUINEA
JAMAICA	PERU
JORDAN	PHILIPPINES
KAZAKHSTAN	QATAR
KENYA	RUSSIA
KIRIBATI	RWANDA
KUWAIT	SAINT KITS AND NEVIS
KYRGYZSTAN	SAINT LUCIA
LAOS	SAINT VINCENT AND THE GRENADINES
LEBANON	SAO TOME AND PRINCIPE
LESOTHO	SAUDI ARABIA
LIBERIA	SENEGAL
LIBYA	SEYCHELLES
MADAGASCAR	SIERRA LEONE
MALAWI	SOLOMON ISLANDS
MALDIVES	SOMALIA
MALI	SOUTH AFRICA
MARSHALL ISLANDS	SRI LANKA
MAURITANIA	SUDAN
MAURITIUS	SURINAM
MICRONESIA	SWAZILAND
MOLDOVA	SYRIA
MONGOLIA	TAJIKISTAN
MOROCCO	TANZANIA
MOZAMBIQUE	THAILAND
NAMIBIA	THE COMOROS
NAURU	TOGO
	TONGA

TRINIDAD AND TOBAGO

UZBEKISTAN

TUNISIA

VANUATU

TURKEY

VIETNAM

TURKMENISTAN

WESTERN SAMOA

TUVALU

YEMEN

UGANDA

ZAMBIA

UKRAINE

ZIMBABWE

UNITED ARAB EMIRATES

## 2. Entities and territorial authorities not recognised as States by at least one Member State

EAST TIMOR

PALESTINIAN AUTHORITY

TAIWAN

II. *Common list of third countries the nationals of which are exempt from the visa requirement imposed by Regulation (EC) No 539/2001, as amended by Regulation (EC) No 2414/2001*

## 1. States

ANDORRA

LITHUANIA

ARGENTINA

MALAYSIA

AUSTRALIA

MALTA

BOLIVIA

MEXICO

BRAZIL

MONACO

BRUNEI

NEW ZEALAND

BULGARIA

NICARAGUA

CANADA

PANAMA

CHILE

PARAGUAY

COSTA RICA

POLAND

CROATIA

ROMANIA

CYPRUS

SALVADOR

CZECH REPUBLIC

SAN MARINO

ECUADOR

SINGAPORE

ESTONIA

SLOVAKIA

GUATEMALA

SLOVENIA

HOLY SEE

SOUTH KOREA

HONDURAS

SWITZERLAND

HUNGARY

UNITED STATES OF AMERICA

ISRAEL

URUGUAY

JAPAN

VENEZUELA

LATVIA

2. Special administrative regions of the People's Republic of China

HONG KONG S.A.R. <sup>(1)</sup>

MACAO S.A.R. <sup>(2)</sup>

III. *Regulations governing the movement of holders of diplomatic, official duty and service passports, and holders of laissez-passers which certain International Intergovernmental Organisations issue to their officials.*

I. **Regulations governing movements at external borders**

1. Movements of holders of diplomatic, official duty, and service passports are not governed by the common list of visa requirements. The Contracting States undertake, however, to keep their partners informed in advance of any changes that they intend to make to the regulations governing the movements of holders of the abovementioned passports and to take into account the interests of their partners.
2. Given the aim of increased flexibility in the run-up to harmonisation of the rules applied to holders of the abovementioned passports, a schedule of countries whose nationals are not subject to a visa requirement when they hold the abovementioned passports, although this visa requirement applies to ordinary passport holders of the same nationality, is annexed to this Manual, for information purposes. The reverse situation shall also be compiled in a schedule, should this be necessary. The Executive Committee shall assume responsibility for updating these lists.
3. The regulations governing movements mentioned in this document shall not apply to holders of ordinary passports carrying out public affairs nor holders of service, official or special passports, etc. where issue by third countries is not in line with the international practice applied by the Schengen States. Accordingly, the Executive Committee, acting on a proposal from a Group of Experts, could draw up a list of passports other than ordinary passports, to holders of which the Schengen States do not plan to accord preferential treatment.
4. Pursuant to the provisions of Article 18 of the Schengen Convention, persons to whom a visa is issued so that they may reach the territory of the Schengen State for the purposes of their accreditation may, at least, pass through the other States on their way to the State which issued the visa.
5. Persons who have already been accredited by a diplomatic or consular representation and members of their families who hold an identity card issued by the Ministry of Foreign Affairs may cross the external border of the Schengen area on production of the said identity card, and, where necessary, the travel document.
6. In general, the holders of diplomatic, official or service passports, even though they remain subject to a visa requirement, when this requirement exists, do not have to prove that they have sufficient means of subsistence at their disposal. However, if they are travelling in a personal capacity, they may, where necessary, be asked to produce the same supporting documents as are required from ordinary passport holders applying for visas.
7. A note verbale from the Ministry of Foreign Affairs or from a diplomatic mission (if the visa application is lodged in a third country) should accompany each application for a visa for a diplomatic, official duty or official passport when the applicant is on mission. Where the journey is for private purposes, a note verbale may also be required.
- 8.1. The arrangement for prior consultation with the central authorities of the other Contracting States shall apply to applications for visas made by holders of diplomatic, official and service passports. Prior consultation shall not involve any State which has concluded an agreement removing the visa requirement for holders of diplomatic and/or service passports with the country whose nationals are concerned by the consultation (in the cases contained in Annex 14b to this Manual).  
  
Should one of the Contracting States raise objections, the Schengen State which is to decide on the application for a visa can issue a visa of limited territorial validity.
- 8.2. The Schengen States undertake not to conclude at a future date, without prior agreement with the other Member States, agreements in the area of removing visa requirements for holders of diplomatic, official or service passports with States whose nationals are subject to prior consultation for a visa to be issued by another Schengen State.
- 8.3. If it involves a visa being issued for accrediting a foreigner who is listed as not to be granted entry and the arrangement for prior consultation applies, the consultation should be carried out in accordance with the provisions of Article 25 of the Schengen Convention.

<sup>(1)</sup> The visa requirement exemption applies only to holders of a 'Hong Kong Special Administrative Region' passport.

<sup>(2)</sup> The visa requirement exemption applies only to holders of a 'Região Administrativa Especial de Macau' passport.



9. If a Contracting State invokes the exceptions provided for under Article 5(2) of the Schengen Convention, entry to holders of diplomatic, official or service passports will also be limited to the national territory of the State in question, which should inform the other Member States.

## II. *Regulations governing movements at internal borders*

In general, the arrangement under Articles 19 et seq. shall apply, except for the issue of a visa of limited territorial validity.

The holders of diplomatic, official and service passports may move within the territory of the Contracting States for three months from the date of entry (if they are not subject to the visa requirement) or for the period provided for by the visa.

Persons accredited by a diplomatic or consular representation and members of their families who hold the card issued by the Ministry for Foreign Affairs may move within the territory of the Contracting States for a maximum period of three months upon production of this card and, if required, the travel document.

- III. Regulations governing movements outlined in this document shall apply to laissez-passers issued by International Intergovernmental Organisations which all the Schengen States are members of to officials of those organisations who, pursuant to the Treaties constituting those Organisations, are exempt from registering with the Immigration Office and from holding a residence permit.

## *Regulations governing movement of holders of diplomatic, official and service passports*

### SCHEDULE A

Countries whose nationals are NOT subject to the visa requirement in one or more Schengen States when they are holders of diplomatic, official or service passports, but which ARE subject to this requirement when they are holders of ordinary passports

	BNL	DK	D	GR	E	F	I	A	P	FIN	S	ISL	N
Albania				DS			D						
Algeria							DS						
Angola								DS					
Antigua and Barbuda				DS									
Bahamas								DS					
Barbados							DS	DS					
Benin							DS						
Bosnia and Herzegovina				D					D				
Botswana							DS						
Burkina Faso							DS						
Cape Verde									DS				
Chad	D		DS										
Colombia							DS						
Côte d'Ivoire	DS					DS	DS	DS					
Dominica							DS						
Dominican Republic							DS						
Egypt							DS						
Federal Republic of Yugoslavia				DS			DS						

	BNL	DK	D	GR	E	F	I	A	P	FIN	S	ISL	N
Fiji							DS						
Former Yugoslav Republic of Macedonia			D	DS		D	DS	D					
Gabon						D							
Gambia							DS						
Ghana			DS										
Guyana							DS						
India		DS	D										
Jamaica	DS		D										
Kenya			D										
Kuwait							DS						
Lesotho							DS						
Malawi	DS		D										
Maldives								DS					
Morocco	DS		D	DS	D	D	DS	DS	DS				DS
Mauritania							DS						
Mozambique									DS				
Namibia			D										
Niger							DS						
Pakistan	DS	DS	D					DS		DS		DS	DS
Peru			D	DS	DS	DS	DS	DS		DS			
Philippines		DS	DS	DS	DS		DS	DS		DS	DS		DS
São Tomé and Príncipe									DS				
Senegal	D		DS			D	DS	DS					
Seychelles								D					
South Africa			D	DS				DS	DS			DS	DS
Swaziland							DS						
Thailand	DS	DS	DS	DS			DS	DS		DS	DS		DS
Togo							DS						
Trinidad and Tobago								DS					
Tunisia	DS		D	DS	D	D	DS	DS	DS				
Turkey	DS	DS	DS	DS	DS	DS	DS	DS	D	DS	DS	DS	DS
Uganda							DS						
Western Samoa							DS						
Zimbabwe				DS									

DS: Holders of diplomatic and service passports are exempt from the visa requirement.

D: Only holders of diplomatic passports are exempt from the visa requirement.

*SCHEDULE B*

Countries whose nationals are subject to the visa requirement in one or more Schengen States, when they are holders of diplomatic, official or service passports, but which are NOT subject to this requirement when they are holders of ordinary passports.

	BNL	DK	D	GR	E	F	I	A	P	FIN	S	ISL	N
Israel						X							
Mexico												X	
United States				X	X (*)	X (*)							

(\*) If travelling on official business.

## ANNEX 5a

**Joint list of third countries whose nationals are subject to an airport transit visa requirement, where holders of travel documents issued by these third countries are also subject to this visa requirement <sup>(1)</sup>**

The Schengen States undertake not to amend Part I of Annex 5a without the prior consent of the other Member States.

If a Member State intends to amend Part II of this Annex, it undertakes to inform its partners and to take account of their interests.

*This document corresponds to Annex 3 to the Common Consular Instructions on Visas.*

## Part I

**Joint list of third countries whose nationals are subject to an airport transit visa (ATV) requirement by all Schengen States, where holders of travel documents issued by these third countries are also subject to this visa requirement <sup>(2)</sup> <sup>(3)</sup>**

AFGHANISTAN

BANGLADESH

CONGO (DEMOCRATIC REPUBLIC)

ERITREA <sup>(4)</sup>

ETHIOPIA

GHANA

IRAN <sup>(5)</sup>

IRAQ

NIGERIA

PAKISTAN

SOMALIA

SRI LANKA

These persons shall not be subject to the visa requirement if they hold one of the residence permits of an EEA Member State listed in part III(A) of this Annex or one of the residence permits of Andorra, Japan, Canada, Monaco, San Marino, Switzerland or the United States guaranteeing an unqualified right of return listed in part III(B).

The residence permits in question shall be laid down by mutual agreement in the framework of Working Group II Subgroup on Visas and subjected to regular scrutiny. Should problems arise, the Schengen States may suspend these measures until such time as the problems in question have been resolved by mutual agreement. The Contracting States may exclude certain residence permits from the exemption when indicated in part III.

Exemptions from the airport transit visa requirement for holders of diplomatic, service or other official passports shall be decided by each Member State individually.

<sup>(1)</sup> It is not necessary to consult the central authorities for the issue of an airport transit visa (ATV).

<sup>(2)</sup> For all the Schengen States:  
the following persons shall be exempt from the ATV requirement:  
— flight crew who are nationals of a Contracting Party to the Chicago Convention.

<sup>(3)</sup> For the Benelux countries, France and Spain:  
the following persons shall be exempt from the ATV requirement:  
— holders of diplomatic and service passports.

<sup>(4)</sup> For Germany:  
only where the nationals are not in possession of a valid visa or residence permit for a Member State of the EU or a State party to the Agreement on the European Economic Area of 2 May 1992, Canada, Switzerland or the United States of America.

<sup>(5)</sup> For Germany:  
the following persons shall be exempt from the ATV requirement:  
— holders of diplomatic and service passports.

## Part II

**Joint list of third countries whose nationals are subject to an airport transit visa requirement by some Schengen States only, with holders of travel documents issued by these third countries also being subject to this requirement.**

	BNL <sup>(1)</sup>	DK	D	GR	E <sup>(2)</sup>	F <sup>(3)</sup>	I <sup>(4)</sup>	A <sup>(5)</sup>	P	FIN	S	ISL	N
Albania						X							
Angola	X		X	X	X	X							
Cuba						X							
Egypt						X <sup>(6)</sup>							
Gambia			X										
Guinea	X					X							
Guinea Bissau					X								
Haiti						X							
India		X <sup>(7)</sup>	X <sup>(8)</sup>	X	X								
Indonesia									X				
Ivory Coast					X								
Jordan			X										
Lebanon			X			X <sup>(6)</sup>							
Liberia					X	X		X	X				
Libya						X							
Mali					X								
Senegal							X		X				
Sierra Leone					X	X							
Sudan	X		X	X	X								
Syria	X		X	X		X <sup>(9)</sup>							
Togo					X								
Turkey			X <sup>(8)</sup>	X									

<sup>(1)</sup> Only when these nationals are not in possession of a valid residence permit for one of the Member States of the EEA, the United States of America or Canada. Holders of diplomatic, service or special passports are also exempt.

<sup>(2)</sup> Holders of diplomatic, official and service passports are not subject to the ATV requirement. The same applies to holders of ordinary passports residing in a Member State of the EEA, the United States of America or Canada, or in possession of an entry visa valid for one of these countries.

<sup>(3)</sup> The following persons shall be exempt from the ATV requirement:

- holders of diplomatic and service passports,
- holders of one of the residence permits listed in part III,
- flight crew who are nationals of a Contracting Party to the Chicago Convention.

<sup>(4)</sup> Only when these nationals are not in possession of a valid residence permit for the Member States of the EEA, Canada or the United States of America.

<sup>(5)</sup> Aliens subject to an airport transit visa (ATV) requirement do not require a visa for transit via an Austrian airport provided they hold one of the following documents that is valid for the length of the stay necessary for the transit:

- a residence permit issued by Andorra, Japan, Canada, Monaco, San Marino, Switzerland, the Holy See or the United States of America which guarantees an unqualified right to return,
- a visa or residence permit issued by a Schengen State for which the Accession Agreement has been brought into force,
- a residence permit issued by a Member State of the EEA.

<sup>(6)</sup> Only for holders of the travel document for Palestinian refugees.

<sup>(7)</sup> Indian nationals are not subject to the ATV requirement if they are holders of a diplomatic or service passport.

Indian nationals are also not subject to the ATV requirement if they are in possession of a valid visa or residence permit for a country of the EU or the EEA or for Canada, Switzerland or the United States of America. In addition, Indian nationals are not subject to the ATV requirement if they are in possession of a valid residence permit for Andorra, Japan, Monaco or San Marino and a re-entry permit for their country of residence valid for three months following their airport transit.

It should be noted that the exception concerning Indian nationals in possession of a valid residence permit for Andorra, Japan, Monaco or San Marino enters into force on the date of Denmark's integration into Schengen cooperation, i.e. on 25 March 2001.

<sup>(8)</sup> Only when these nationals are not in possession of a valid visa or residence permit for a Member State of the EU or a State party to the Agreement on the European Economic Area of 2 May 1992, Canada, Switzerland or the United States of America.

<sup>(9)</sup> Also for holders of the travel document for Palestinian refugees.

## Part III

- A. List of residence permits of EEA states the holders of which are exempt from the airport transit visa requirement on presentation of the document <sup>(1)</sup>:

## IRELAND

- *Residence permit only in conjunction with a re-entry visa*

## LIECHTENSTEIN

- *Livret pour étranger B* (residence permit, sufficient within the period of validity of one year) <sup>(2)</sup>
- *Livret pour étranger C* (settlement permit, sufficient within the period of validity of five or ten years)

## UNITED KINGDOM

- *Leave to remain in the United Kingdom for an indefinite period* (this document is only sufficient when the holder has not been away for more than two years)
- *Certificate of entitlement to the right of abode*

- B. List of residence permits with unlimited right of return on presentation of which the holders are exempt from the airport transit visa requirement:

## ANDORRA

- *Tarjeta provisional de estancia y de trabajo* (provisional residence and work permit) (white). These are issued to seasonal workers; the period of validity depends on the duration of employment, but never exceeds six months. This permit is not renewable <sup>(1)</sup>
- *Tarjeta de estancia y de trabajo* (residence and work permit) (white). This permit is issued for six months and may be renewed for another year <sup>(1)</sup>
- *Tarjeta de estancia* (residence permit) (white). This permit is issued for six months and may be renewed for another year <sup>(1)</sup>
- *Tarjeta temporal de residencia* (temporary residence permit) (pink). This permit is issued for one year and may be renewed twice, each time for another year <sup>(1)</sup>
- *Tarjeta ordinaria de residencia* (ordinary residence permit) (yellow). This permit is issued for three years and may be renewed for another three years <sup>(1)</sup>
- *Tarjeta privilegiada de residencia* (special residence permit) (green). This permit is issued for five years and is renewable, each time for another five years
- *Autorización de residencia* (residence authorisation) (green). This permit is issued for one year and is renewable, each time for another three years <sup>(1)</sup>
- *Autorización temporal de residencia y de trabajo* (temporary residence and work authorisation) (pink). This permit is issued for two years and may be renewed for another two years <sup>(1)</sup>
- *Autorización ordinaria de residencia y de trabajo* (ordinary residence and work authorisation) (yellow). This permit is issued for five years
- *Autorización privilegiada de residencia y de trabajo* (special residence and work authorisation) (green). This permit is issued for 10 years and is renewable, each time for another 10 years

## CANADA

- *Returning Resident Permit* (loose-leaf in passport)

## JAPAN

- *Re-entry permit to Japan* <sup>(1)</sup>

<sup>(1)</sup> Text concerning Denmark, Finland, Sweden, Iceland and Norway deleted by Council Decision 2001/329/EC (OJ L 116, 26.4.2001, p. 32). Applicable since 27 April 2001.

<sup>(2)</sup> This residence permit does not exempt the holder from the airport transit visa requirement in Germany.

## MONACO

- *Carte de séjour de résident temporaire de Monaco* (temporary resident's permit) <sup>(1)</sup>
- *Carte de séjour de résident ordinaire de Monaco* (ordinary resident's permit)
- *Carte de séjour de résident privilégié de Monaco* (privileged resident's permit)
- *Carte de séjour de conjoint de ressortissant monégasque* (residence permit for the spouse of a person of Monegasque nationality)

## SAN MARINO

- *Permesso di soggiorno ordinario (validità illimitata)* (ordinary residence permit (no expiry date))
- *Permesso di soggiorno continuativo speciale (validità illimitata)* (special permanent residence permit (no expiry date))
- *Carta d'identità di San Marino (validità illimitata)* (San Marino identity card (no expiry date))

## SWITZERLAND

- *Livret pour étranger B* (residence permit, sufficient within the period of validity of one year) <sup>(1)</sup>
- *Livret pour étranger C* (settlement permit, sufficient within the period of validity of five or 10 years)

## UNITED STATES OF AMERICA

- *Form I-551 permanent resident card* (valid for two <sup>(1)</sup> to 10 years)
- *Form I-551 Alien registration receipt card* (valid for two <sup>(1)</sup> to 10 years)
- *Form I-551 Alien registration receipt card* (no expiry date)
- *Form I-327 Reentry document* (valid for two years, issued to holders of a I-551) <sup>(1)</sup>
- *Resident alien card* (valid for two <sup>(1)</sup> or 10 years or no expiry date. This document is only sufficient when the holder was absent from the United States of America for not longer than one year)
- *Permit to re-enter* (valid for two years. This document is only sufficient when the holder was absent from the United States of America for not longer than two years.) <sup>(1)</sup>
- *Valid temporary residence stamp in a valid passport* (valid for one year from the date of issue) <sup>(1)</sup>

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<sup>(1)</sup> This residence permit does not exempt the holder from the airport transit visa requirement in Germany.

## ANNEX

## Uniform format for visa stickers and information on their technical specifications and security features

## Article 1

This document corresponds to Article 5 of the Council Regulation (EC) No 1683/95.

The technical and security features for the visa sticker format are contained in an annex to the Annex of Council Regulation (EC) No 1683/95 of 29 May 1995 laying down a uniform format for visas as last amended by Regulation (EC) No 434/2002.

Text of the Regulation (EC) No 1683/95 of 29 May 1995 laying down a uniform format for visas as last amended by Regulation (EC) No 434/2002.

## COUNCIL REGULATION (EC) No 1683/95

of 29 May 1995

laying down a uniform format for visas

THE COUNCIL OF THE EUROPEAN UNION,

Having regard to the Treaty establishing the European Community, in particular Article 100c (3) thereof,

Having regard to the proposal from the Commission,

Having regard to the opinion of the European Parliament,

Whereas Article 100c (3) of the Treaty requires the Council to adopt measures relating to a uniform format for visas before 1 January 1996;

Whereas the introduction of a uniform format for visas is an important step towards the harmonisation of visa policy; whereas Article 7a of the Treaty stipulates that the internal market shall comprise an area without internal frontiers in which the free movement of persons is ensured in accordance with the provisions of the Treaty; whereas this step is also to be regarded as forming a coherent whole with measures falling within Title VI of the Treaty on European Union;

Whereas it is essential that the uniform format for visas should contain all the necessary information and meet very high technical standards, notably as regards safeguards against counterfeiting and falsification; whereas it must also be suited to use by all the Member States and bear universally recognisable security features which are clearly visible to the naked eye;

Whereas this Regulation only lays down such specifications as are not secret; whereas these specifications need to be supplemented by further specifications which must remain secret in order to prevent counterfeiting and falsification and which may not include personal data or references to such data; whereas powers to adopt further specifications should be conferred on the Commission;

Whereas, to ensure that the information referred to is not made available to more persons than necessary, it is also essential that each Member State should designate not more than one body having responsibility for printing the uniform format for visas, with Member States remaining free to change the body, if need be; whereas, for security reasons, each Member State must communicate the name of the competent body to the Commission and the other Member States;

Whereas, to be effective, this Regulation should apply to all visas covered by Article 5; whereas Member States should be free also to use the uniform visa format for visas which can be used for purposes other than those covered by Article 5 provided differences visible to the naked eye are incorporated to make confusion with the uniform visa impossible;

Whereas, with regard to the personal data to be entered on the uniform format for visas in accordance with the Annex hereto, compliance should be ensured with Member States' data-protection provisions as well as with the relevant Community legislation,

HAS ADOPTED THIS REGULATION:

## Article 1

Visas issued by the Member States in conformity with Article 5 shall be produced in the form of a uniform format (sticker). They shall conform to the specifications set out in the Annex.

## Article 2

Further technical specifications which render the visa difficult to counterfeit or falsify shall be laid down in accordance with the procedure set out in Article 6.



*Article 3*

1. The specifications referred to in Article 2 shall be secret and not be published. They shall be made available only to bodies designated by the Member States as responsible for printing and to persons duly authorised by a Member State or the Commission.

2. Each Member States shall designate one body having responsibility for printing visas. It shall communicate the name of that body to the Commission and the other Member States. The same body may be designated by two or more Member States for this purpose. Each Member State shall be entitled to change its designated body. It shall inform the Commission and the other Member States accordingly.

*Article 4*

1. Without prejudice to the relevant more extensive provisions concerning data protection, an individual to whom a visa is issued shall have the right to verify the personal particulars entered on the visa and, where appropriate, to ask for any corrections or deletions to be made.

2. No information in machine-readable form shall be given on the uniform format for visas unless it also appears in the boxes described in points 6 to 12 of the Annex, or unless it is mentioned in the relevant travel document.

*Article 5*

For the purposes of this Regulation a 'visa' shall mean an authorisation given by or a decision taken by a Member State which is required for entry into its territory with a view to:

- an intended stay in that Member State or in several Member States of no more than three months in all,
- transit through the territory or airport transit zone of that Member State or several Member States.

*Article 6*

1. Where reference is made to the procedure defined in this Article, the following provisions shall apply.

2. The Commission shall be assisted by a committee composed of the representatives of the Member States and chaired by the representative of the Commission.

The representative of the Commission shall submit to the committee a draft of the measures to be taken. The committee shall deliver its opinion on the draft within a time limit which the chairman may lay down according to the urgency of the matter. The opinion shall be delivered by the majority laid down in Article 148(2) of the Treaty in the case of decisions which the Council is required to adopt on a proposal from the Commission. The votes of the representatives of the Member States within the committee shall be weighted in the manner set out in that Article. The chairman shall not vote.

3. (a) The Commission shall adopt the measures envisaged if they are in accordance with the opinion of the committee.

(b) If the measures envisaged are not in accordance with the opinion of the committee, or if no opinion is delivered, the Commission shall, without delay, submit to the Council a proposal relating to the measures to be taken. The Council shall act by a qualified majority.

If, on the expiry of a period of two months, the Council has not acted, the proposed measures shall be adopted by the Commission, save where the Council has decided against the said measures by a simple majority.

*Article 7*

Where Member States use the uniform visa format for purposes other than those covered by Article 5, appropriate measures must be taken to ensure that confusion with the visa referred to in Article 5 is not possible.

*Article 8*

This Regulation shall enter into force on the twentieth day following that of its publication in the *Official Journal of the European Communities*.

Article 1 shall become applicable six months after the adoption of the measures referred to in Article 2.

This Regulation shall be binding in its entirety and directly applicable in all Member States.

Done at Brussels, 29 May 1995.

For the Council  
The President  
H. de CHARETTE

## ANNEX

**Security features**

1. A sign consisting of nine ellipses in a fan-shape shall appear in this space.
2. An optically variable mark ('kinegram' or equivalent) shall appear in this space. Depending on the angle of view, 12 stars, the letter 'E' and a globe become visible in various sizes and colours.
3. The logo consisting of a letter or letters indicating the issuing Member State (or 'BNL' in the case of the Benelux countries, namely Belgium, Luxembourg and the Netherlands) with a latent image effect shall appear in this space. This logo shall appear light when held flat and dark when turned by 90°. The following logos shall be used: A for Austria, BNL for Benelux, D for Germany, DK for Denmark, E for Spain, F for France, FIN for Finland, GR for Greece, I for Italy, IRL for Ireland, P for Portugal, S for Sweden, UK for the United Kingdom.
4. The word 'VISA' in capital letters shall appear in the middle of this space in optically variable colouring. Depending on the angle of view, it shall appear green or red.
5. This box shall contain the number of the visa, which shall be pre-printed and shall begin with the letter or letters indicating the issuing country as described in point 3 above. A special type shall be used.

**Sections to be completed**

6. This box shall begin with the words 'valid for'. The issuing authority shall indicate the territory or territories for which the visa is valid.
7. This box shall begin with the word 'from' and the word 'until' shall appear further along the line. The issuing authority shall indicate here the period of validity of the visa.
8. This box shall begin with the words 'number of entries' and further along the line the words 'duration of stay' (i.e. duration of applicant's intended stay) and again 'days' shall appear.
9. This box shall begin with the words 'issued in' and shall be used to indicate the place of issue.
10. This box shall begin with the word 'on' (after which the date of issue shall be filled in by the issuing authority) and further along the line the words 'number of passport' shall appear (after which the holder's passport number shall appear).

11. This box shall begin with the words 'type of visa'. The issuing authority shall indicate the category of visa in conformity with Articles 5 and 7 of this Regulation.
12. This box shall begin with the word 'remarks'. It shall be used by the issuing authority to indicate any further information which is considered necessary, provided that it complies with Article 4 of this Regulation. The following two and a half lines shall be left empty for such remarks.
13. This box shall contain the relevant machine-readable information to facilitate external border controls.

The paper shall be pastel green with red and blue markings.

The words designating the boxes shall appear in English and French. The issuing State may add a third official Community language. However, the word 'VISA' in the top line may appear in any one official language of the Community.

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**COUNCIL REGULATION (EC) No 334/2002****of 18 February 2002****amending Regulation (EC) No 1683/95 laying down a uniform format for visas**

THE COUNCIL OF THE EUROPEAN UNION,

Having regard to the Treaty establishing the European Community, and in particular Article 62(2)(b)(iii) thereof,

Having regard to the proposal from the Commission <sup>(1)</sup>,

Having regard to the opinion of the European Parliament <sup>(2)</sup>,

Whereas:

- (1) Council Regulation (EC) No 1683/95 <sup>(3)</sup> laid down a uniform format for visas.
- (2) Measure No 38 of the Vienna Action Plan, adopted by the Justice and Home Affairs Council on 3 December 1998, states that attention must be given to new technical developments in order to ensure, where appropriate, greater security in the uniform format for visas.
- (3) Conclusion No 22 of the Tampere European Council of 15 and 16 October 1999 states that a common active policy on visas and false documents should be further developed.
- (4) The establishment of a uniform visa format is an essential element in the harmonisation of visa policy.
- (5) It is necessary to make provision for the establishment of common standards relating to the implementation of the uniform format for visas, in particular common rules on the technical methods and standards to be used for filling in the form.
- (6) The integration of a photograph produced according to high security standards is a first step towards the use of elements establishing a more reliable link between the uniform format visa and the holder as an important contribution to ensuring that the uniform format for visas is protected even against fraudulent use. The specifications set out in ICAO (International Civil Aviation Organisation) document 9303 on machine readable visas will be taken into account.
- (7) Common standards relating to the implementation of the uniform format for visas are essential to meet high technical standards and to facilitate detection of forged or falsified visa stickers.
- (8) The powers to adopt such common standards should be conferred on the Committee set up by Article 6 of Regulation (EC) No 1683/95 which should be adapted to take account of Council Decision 1999/468/EC of 28 June 1999 laying down the procedures for the exercise of implementing powers conferred on the Commission <sup>(4)</sup>.
- (9) Regulation (EC) No 1683/95 should therefore be amended.
- (10) The measures provided for in this Regulation to make the uniform format for visas more secure do not affect the rules currently governing recognition of the validity of travel documents.
- (11) The conditions governing entry into the territory of the Member States or the issue of visas do not affect the rules currently governing recognition of the validity of travel documents.
- (12) As regards the Republic of Iceland and the Kingdom of Norway, this Regulation constitutes a development of the provisions of the Schengen *acquis* falling within the area referred to in Article 1(B), of Council Decision 1999/437/EC of 17 May 1999 on certain arrangements for the application of the Agreement concluded by the Council of the European Union and the Republic of Iceland and the Kingdom of Norway concerning the association of those two States with the implementation, application and development of the Schengen *acquis* <sup>(5)</sup>.
- (13) In accordance with Article 3 of the Protocol on the position of the United Kingdom and Ireland annexed to the Treaty on European Union and to the Treaty establishing the European Community, the United Kingdom gave notice, by letter of 4 December 2001, of its wish to take part in the adoption and application of this Regulation.

<sup>(1)</sup> OJ C 180 E, 26.6.2001, p. 310.

<sup>(2)</sup> Opinion delivered on 12 December 2001 (not yet published in the Official Journal).

<sup>(3)</sup> OJ L 164, 14.7.1995, p. 1.

<sup>(4)</sup> OJ L 184, 17.7.1999, p. 23.

<sup>(5)</sup> OJ L 176, 10.7.1999, p. 31.

- (14) In accordance with Article 1 of the Protocol on the position of the United Kingdom and Ireland annexed to the Treaty on European Union and to the Treaty establishing the European Community, Ireland is not participating in the adoption of this Regulation. As a result, and without prejudice to Article 4 of the said Protocol, the provisions of this Regulation do not apply to Ireland,

HAS ADOPTED THIS REGULATION:

#### *Article 1*

Regulation (EC) No 1683/95 is hereby amended as follows:

1. Article 2 shall be replaced by the following:

##### *'Article 2*

1. Further technical specifications for the uniform format for visas relating to the following shall be established in accordance with the procedure referred to in Article 6(2):

- (a) additional elements and security requirements including enhanced anti-forgery, counterfeiting and falsification standards;
- (b) technical standards and methods to be used for the filling in of the uniform visa.

2. The colours of the visa sticker may be changed in accordance with the procedure referred to in Article 6(2).'

2. Article 6 shall be replaced by the following:

##### *'Article 6*

- 1. The Commission shall be assisted by a committee.
- 2. Where reference is made to this paragraph, Articles 5 and 7 of Decision 1999/468/EC (\*) shall apply.

The period laid down in Article 5(6) of Decision 1999/468/EC shall be set at two months.

This Regulation shall be binding in its entirety and directly applicable in the Member States in accordance with the Treaty establishing the European Community.

Done at Brussels, 18 February 2002.

3. The Committee shall adopt its rules of procedure.

(\*) OJ L 184, 17.7.1999, p. 23.'

3. The following subparagraph shall be added to Article 8:

'The integration of the photograph provided for in point 2a of the Annex shall be implemented at the latest five years after the adoption of the technical measures provided for the adoption of this measure in Article 2.'

4. The following point shall be inserted in the Annex:

'2 a. An integrated photograph produced according to high security standards.'

#### *Article 2*

The first sentence of Annex 8 of the final version of the Common Consular Instructions and Annex 6 of the final version of the Common Manual as they stand following the Decision of the Schengen Executive Committee of 28 April 1999 <sup>(1)</sup> shall be replaced by the following:

'The technical and security features for the visa sticker format are contained in, or adopted on the basis of, Council Regulation (EC) No 1683/95 of 29 May 1995 laying down a uniform format for visas (\*), as last amended by Regulation (EC) No 334/2002 (\*\*).

(\*) OJ L 164, 14.7.1995, p. 1.

(\*\*) OJ L 53, 23.2.2002, p. 7.'

#### *Article 3*

This Regulation shall not affect the powers of the Member States regarding recognition of States and territorial entities and passports, identity documents and travel documents issued by their authorities.

#### *Article 4*

This Regulation shall enter into force on the twentieth day following that of its publication in the *Official Journal of the European Communities*.

*For the Council*

*The President*

J. PIQUÉ I CAMPS

<sup>(1)</sup> OJ L 239, 22.9.2000, p. 317.

## ANNEX 6a

**How to fill in visa stickers**

(point 3.1.2)

*Part I of this document corresponds to points VI.1.1 to VI.1.8 of the Common Consular Instructions on Visas, and part II to Annex 13 of the Common Consular Instructions on Visas.*

**I. How to fill in visa stickers****1. Common entries section (Section 8)****1.1. 'Valid for'**

This heading indicates the territory in which the visa holder is entitled to travel.

This heading may only be completed in one of the following four ways:

- (a) Schengen States;
- (b) Schengen State or Schengen States to whose territory the validity of the visa is limited (in this case the following abbreviations are used: A for Austria, F for France, D for Germany, E for Spain, GR for Greece, P for Portugal, I for Italy, L for Luxembourg, NL for the Netherlands, B for Belgium);
- (c) Benelux;
- (d) Schengen State (using the abbreviations in (b)) which issued the national long-stay visa + Schengen States <sup>(1)</sup>.
  - When the sticker is used to issue the uniform visa pursuant to Articles 10 and 11 of the Convention, or to issue a visa whose validity is not limited to the territory of the Contracting Party which issued the visa, the heading 'valid for' is filled in using the words 'Schengen States', in the language of the Contracting Party which issued the visa.
  - When the sticker is used to issue visas which restrict entry, stay and exit to just one territory, this heading shall be filled in, in the national language, with the name of the Contracting Party to which the visa holder's entry, stay and exit are limited.
  - When the sticker is used to issue a national long-stay visa, valid concurrently as a uniform short-stay visa for a maximum of three months from its initial date of validity, this heading is to be filled in with the Member State which issued the national long-stay visa followed by 'Schengen States' <sup>(1)</sup>.
  - In the cases provided for in Article 14 of the Convention, limited territorial validity may cover the territory of several Member States; in that case, according to the Member State codes to be entered under this heading, the following options are available:
    - (a) entry of the codes for the Member States concerned;
    - (b) entry of the words 'Schengen States' in the language of the issuing Member State followed in brackets by a minus sign and the codes of the Member States for the territories of which the visa is not valid.

<sup>(1)</sup> Text inserted by Council Decision 2001/420/EC (OJ L 150, 6.6.2001, p. 47). Applicable since 15 June 2001.

Limited territorial validity may not apply to just part of the territory of a Contracting Party.

1.2. *'From ... until'*

This heading shows the period during which the holder may carry out the visit authorised by the visa.

*The date from which the visa holder may enter the territory for which the visa is valid, is written as below, following the word 'FROM':*

- the day is written using two figures, the first of which is a zero if the day in question is a single figure,
- horizontal dash,
- the month is written using two figures, the first of which is a zero if the month in question is a single figure,
- horizontal dash,
- the year is written using two figures, which correspond with the last two figures of the year,
- For example: 15-04-94 = 15 April 1994.

The last date on which the visa holder may carry out the visit authorised by the visa is written following the word 'UNTIL'. The visa holder must have left the territory for which the visa is valid by midnight on this date.

This date is written in the same way as the first date above.

1.3. *'Number of entries'*

This heading shows the number of times the visa holder may enter the territory for which the visa is valid; in other words, this shall mean the number of periods of stay which may be divided over the entire period of validity, see point 1.4.

The number of entries may be one, two or more. This number is written to the right-hand-side of the pre-printed part, using '01', '02' or the abbreviation 'MULT', where the visa authorises more than two entries.

For a transit visa, only one or two entries may be authorised ('01' or '02' shall be written). More than two entries ('MULT') shall only be authorised in exceptional cases.

The visa shall expire when the total number of exits made by the holder equals the number of authorised entries, even if the holder has not used up the number of days authorised by the visa.

1.4. *'Duration of stay ... days'*

This heading indicates the number of days during which the holder may stay in the territory for which the visa is valid <sup>(1)</sup>. This stay may be continuous or spread over several periods up to the total number of days authorised between the dates mentioned under 1.2, taking into account the number of entries authorised under 1.3.

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<sup>(1)</sup> In the case of transit visas, the length of transit shall not exceed five days.

The number of days authorised is written in the blank space between 'DURATION OF STAY' and 'DAYS', in the form of two figures, the first of which is a zero if the number of days is fewer than 10.

The maximum number of days that can be entered under this heading is 90 per any half-year.

1.5. *'Issued in ... on ...'*

This heading shows, in the language of the Contracting Party issuing the visa, the name of the town in which the diplomatic mission or consular post which is issuing the visa is found, this name is written between 'IN' and 'ON'. The date of issue is indicated after 'ON'.

The date of issue is written in the same way as the date referred to in 1.2.

The authority which issued the visa may be identified by way of the entry which appears in the stamp affixed to section 4.

1.6. *'Number of passport'*

This heading indicates the number of the passport to which the visa sticker is affixed. This number shall be followed by reference to any children and to the spouse if these appear in the passport, who are accompanying the holder (a letter 'X' for children preceded by the number of children (for example '3X' = three children) and a letter 'Y' for the spouse).

Where, because the holder's travel document is not recognised, the uniform format for forms is used for the visa, the issuing diplomatic mission or consular post may opt to use the same form to extend the validity of the visa to the holder's spouse and to accompanying minors dependent on the holder of the form who accompany the holder or to issue separate forms for the holder, his spouse and each person dependent on him, affixing the corresponding visa on each form separately.

The passport number is the series number which is pre-printed or perforated on all or almost all of the pages of the passport.

The number to be entered under this heading, in the case of a visa to be affixed to the uniform format form, is not the passport number but the same typographical number as appears on the form, made up of six digits, which may be accompanied by the letter or letters assigned to the Member State or group of Member States which issued the visa <sup>(1)</sup>.

1.7. *'Type of visa'*

In order to facilitate matters for the control authorities, this heading specifies the type of visa using the letters A, B, C and D as follows:

A: airport transit visa

B: transit visa

C: short-stay visa

D: national long-stay visa

D + C: national long-stay visa valid concurrently as a short-stay visa <sup>(2)</sup>.

<sup>(1)</sup> Text inserted by Council Decision (EC) 2002/586/EC (OJ L 187, 16.7.2002, p. 48). Applicable since 16 July 2002.

<sup>(2)</sup> Text inserted by Council Decision 2001/420/EC (OJ L 150, 6.6.2001, p. 47). Applicable since 15 June 2001.



For visas with limited territorial validity and group visas the letters A, B or C shall be used depending on the case in question.

*Please note:* as a general rule, visas may not be issued more than three months before they are first used.

1.8. *'Name and forename'*

The first word in the 'name' box followed by the first word in the 'first name' box of the visa holder's passport or travel document shall be written in that order. The diplomatic mission or consular post shall verify that the name and first name which appear in the passport or travel document and which are to be entered under this heading and in the section to be electronically scanned are the same as those appearing in the visa application <sup>(1)</sup>.

---

<sup>(1)</sup> Text inserted by Council Decision 2002/586/EC (OJ L 187, 16.7.2002, p. 48). Applicable since 16 July 2002.

## II. How to fill in visa stickers

### AIRPORT TRANSIT VISAS (ATVs)

It is pointed out that only nationals of certain 'sensitive' countries (see Annex 5a) are subject to an ATV. ATV holders may not leave the international section of the airport through which they travel in transit.

#### *Example 1*

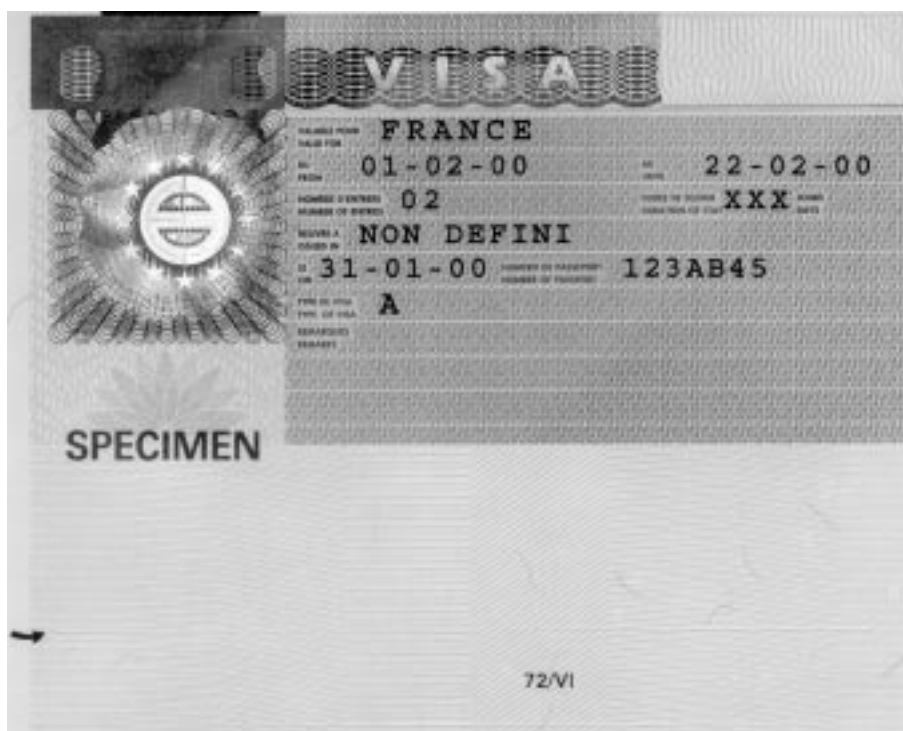
#### SINGLE-ENTRY VISA



- Type of visa: ATVs bear the identification code A.
- The single-entry ATV gives access to one country only (France in this example).
- The duration of validity is calculated from the date of departure (e.g. 01.02.00); a period of grace of seven days is added in case the visa holder postpones departure.
- As ATVs do not give a right to stay in the country, the words 'of stay' should be crossed out with XXX.

**Example 2a**

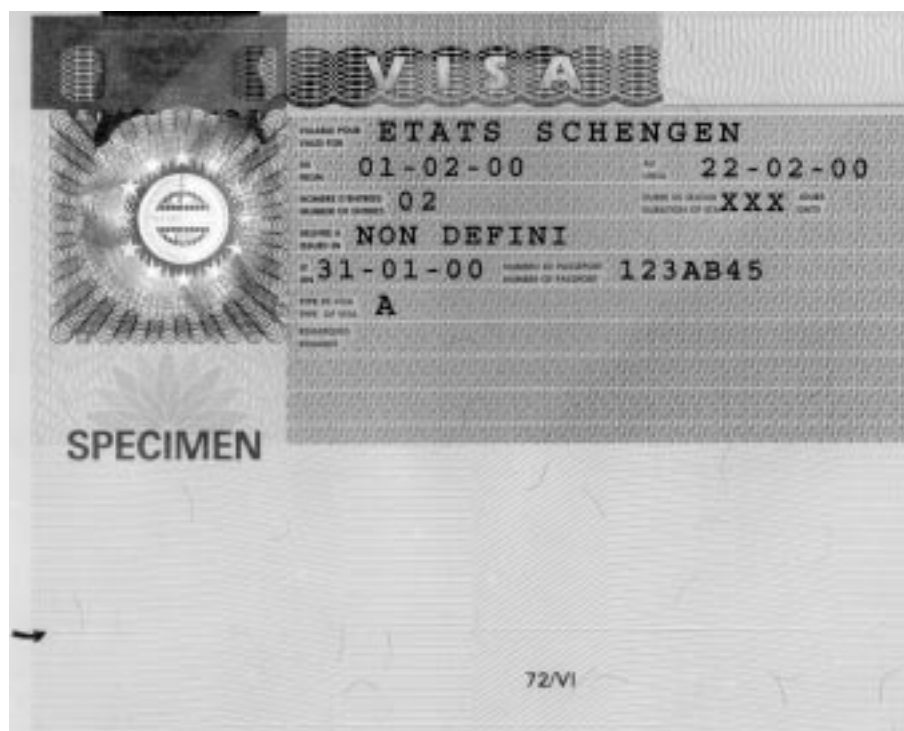
DUAL-ENTRY (RETURN)

*(valid in one country only)*

- A return ATV authorises airport transit for both outward and return journeys.
- The final date of the visa's validity is calculated as follows: date of the return journey + seven days (in the example shown: return date 15.02.00).
- If transit is to be through one airport only, the name of the country concerned is filled in under the heading 'valid for' (Example 2a). If transit is, exceptionally, to be via two different Schengen countries on the outward and return journeys, the visa is marked 'Schengen States' (see Example 2b below).

**Example 2b**

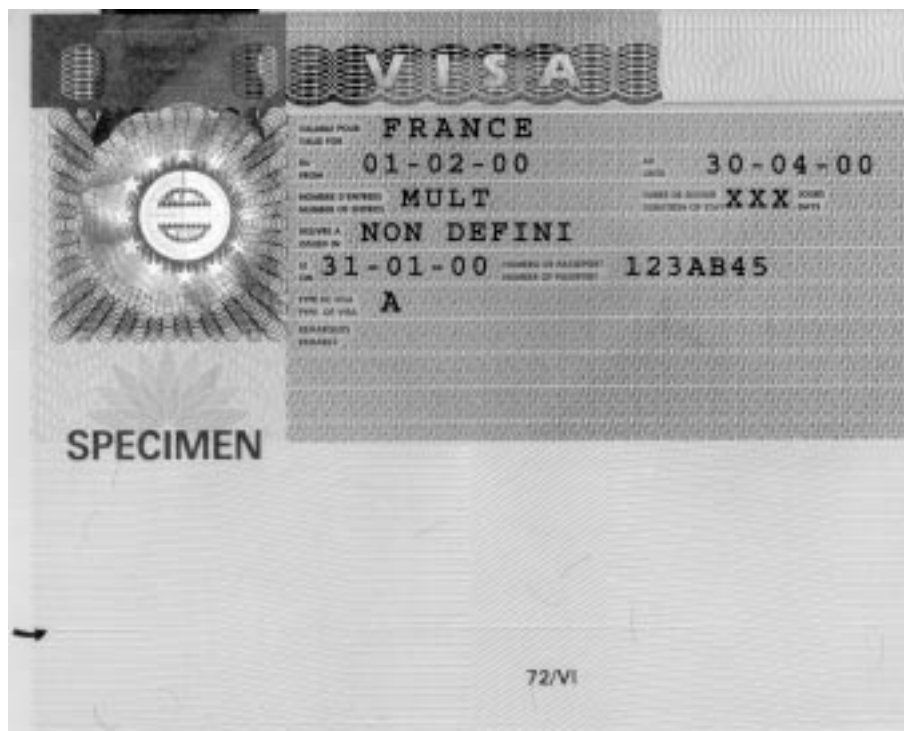
DUAL-ENTRY

*(valid in several countries)*

- 'Schengen States' should be filled in under the heading 'valid for' to permit transit via two airports situated in two different countries.

**Example 3**

## MULTIPLE-ENTRY

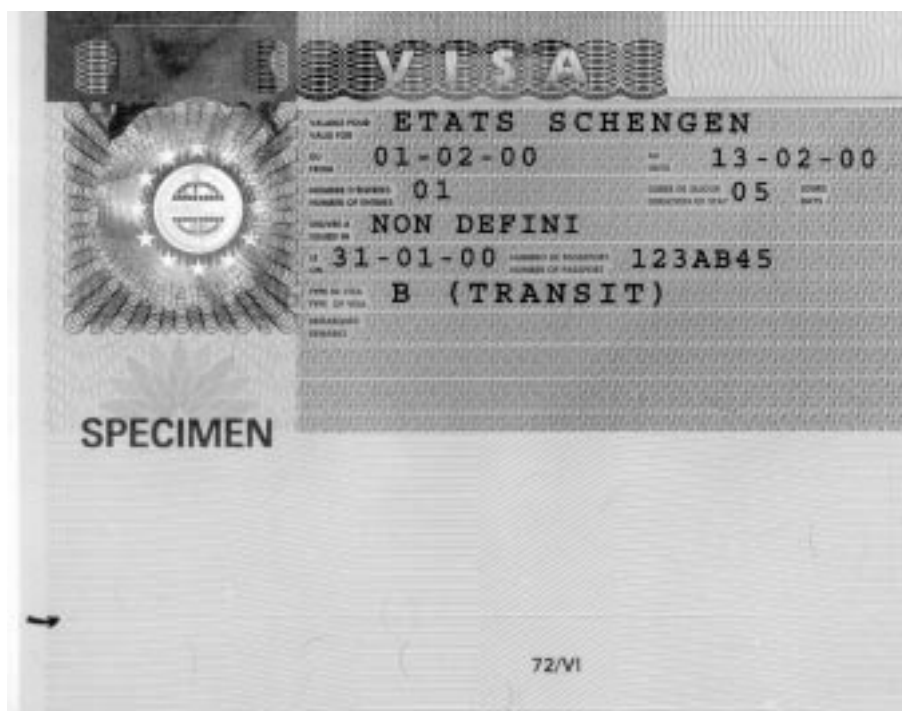
*(should only be issued in exceptional cases)*

- In the case of multiple-entry ATVs (permitting several transits) the final date of the visa's validity is calculated as follows: date of first departure + three months.
- For filling in the heading 'valid for', the same rule applies as to dual-entry ATVs.

## TRANSIT VISAS

*Example 4*

SINGLE-ENTRY



- Type of visa: a transit visa bears the identification code B. It is recommended to add the word 'TRANSIT'.
- The duration of validity is calculated from the date of departure (e.g. 01.02.00). The final date is fixed as follows: date of departure + (five days maximum) + seven days (period of grace in case the visa holder postpones departure).
- The duration of stay may not exceed five days.

**Example 5**

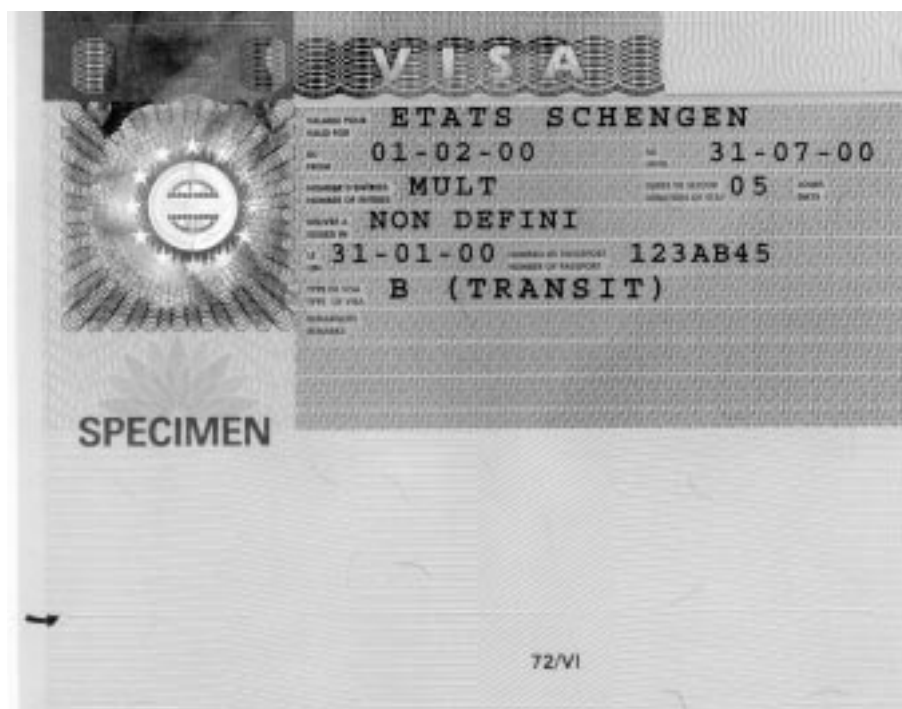
DUAL-ENTRY



- Duration of validity: when the date of different transit journeys is not known, as is generally the case, the final date of validity is calculated as follows: date of departure + six months.
- The duration of stay may not exceed five days in respect of each transit journey.

**Example 6**

## MULTIPLE-ENTRY



- The duration of validity is calculated in the same way as for dual-entry transit visas (see Example 5).
- The duration of stay may not exceed five days in respect of each transit journey.



**SHORT-STAY VISAS***Example 7*

## SINGLE-ENTRY



- Type of visa: a short-stay visa bears the identification code C.
- The duration of the visa's validity is calculated from the date of departure (e.g. 01.02.00). The final date is fixed as follows: date of departure + duration of stay + period of grace of 15 days.
- The duration of stay may not exceed 90 days in any six-month period (30 days in the example shown here).

**Example 8**

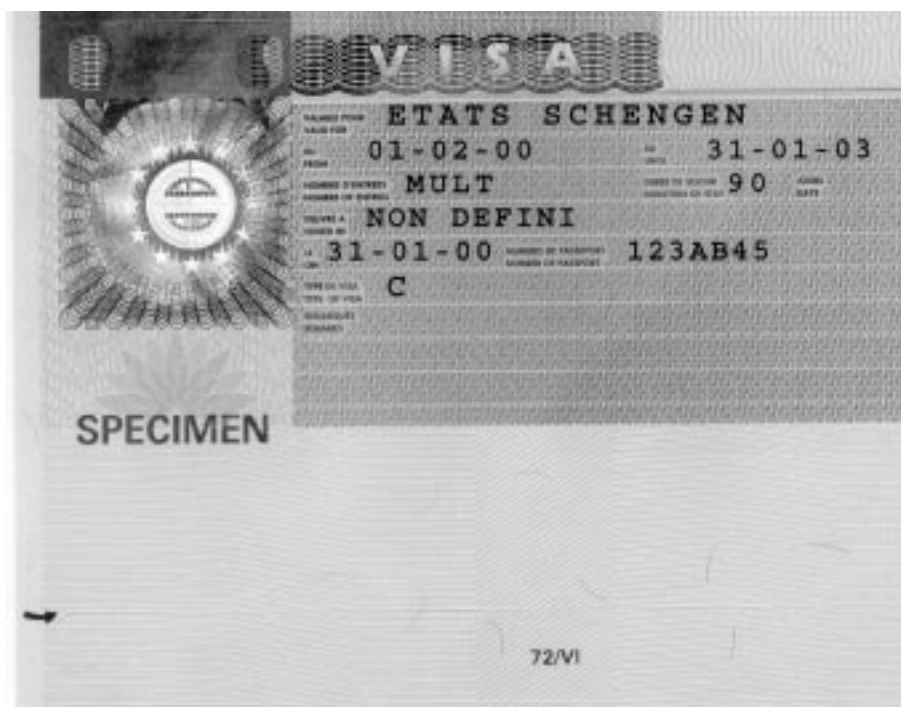
## MULTIPLE-ENTRY



- The duration of validity is calculated from the date of departure + six months maximum on the basis of the documentary evidence provided.
- The duration of stay may not exceed 90 days in any six-month period (as in the example shown here, but the duration may also be less). The duration of stay is the cumulative total of successive stays. This is also based on the documentary evidence provided.

**Example 9**

## TRAVEL VISA



- This is a multiple-entry short-stay visa which is valid for over six months: one, two or three years; five years in exceptional cases (e.g. VIPs). In the example shown here the validity is three years.
- Same rules apply for the duration of stay as in Example 8 (90 days maximum).

**VISAS WITH LIMITED TERRITORIAL VALIDITY (LTV VISAS)**

An LTV visa can be either a short-stay visa or a transit visa.

The limitation of validity may apply to one or more States.

**Example 10****SHORT-STAY LTV VISA, ONE COUNTRY ONLY**

- In this example, the territorial validity is limited to one country only, i.e. France.
- A short-stay LTV visa bears the identification code C (as in Example 7)

**Example 11 <sup>(1)</sup>****SHORT-STAY LTV VISA, VALIDITY LIMITED TO MORE THAN ONE COUNTRY**

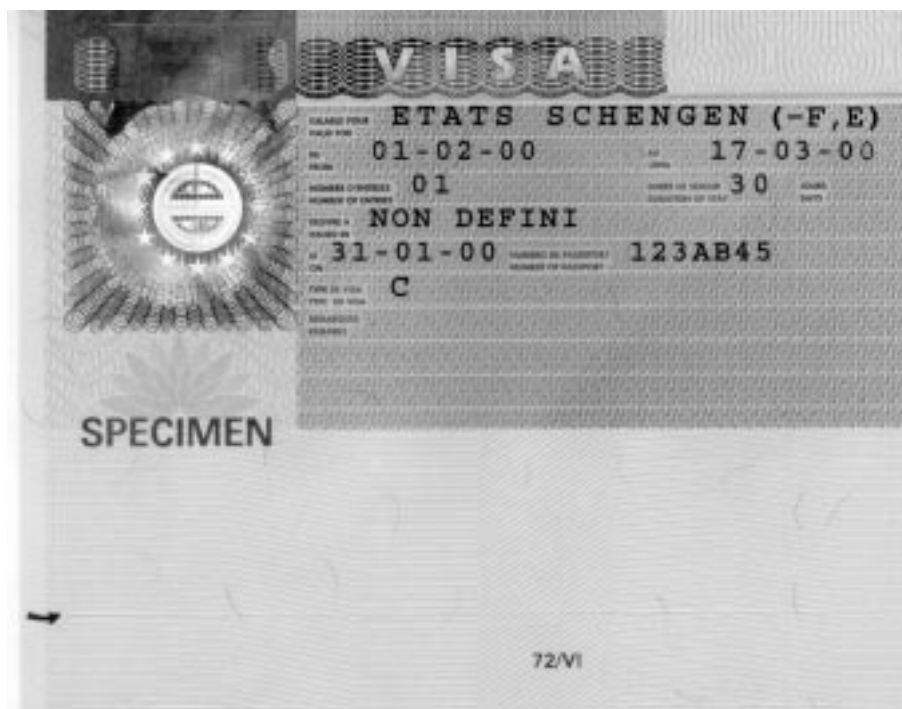
In this case, the heading 'valid for' shall be filled in:

- either by the codes indicating the countries for which the visa is valid (Belgium: B, Denmark: DK, Germany: D, Greece: GR, Spain: E, France: F, Italy: I, Luxembourg: L, Netherlands: NL, Austria: A, Portugal: P, Finland: FIN, Sweden: S, Iceland: IS, Norway: N. In the case of the Benelux countries: BNL). In the example shown, the territorial validity is limited to France and Spain,



<sup>(1)</sup> Text inserted by Council Decision 2001/329/EC (OJ L 116, 26.4.2001, p. 32). Applicable since 27 April 2001.

- or by the words ‘Schengen States’ followed in brackets by a minus sign and the codes of the Member States for the territories of which the visa is not valid. In the example shown, the visa is valid for the territory of all the Member States applying the Schengen *acquis* except France and Spain.



**Example 12**

## TRANSIT LTV VISA, ONE COUNTRY



- A transit visa bears the identification code B under the heading for the type of visa.
- In the example shown, the visa is limited to France.

## ACCOMPANYING PERSONS

*Example 13*

- In this case, one or more children and, in exceptional circumstances, a spouse travel on one passport.
- If one or more children entered in the travel document are covered by a visa, under the heading 'number of passport' + nX is added after the passport number (n indicating the number of children), and if a spouse is travelling on the passport + Y is added. In the example shown here (single-entry, short-stay visa, duration of stay 30 days) the visa is issued for the passport holder, three children and the holder's spouse.



## VISA ISSUED BY A REPRESENTATION

*Example 14*

The above visa was issued by a consular post of a Schengen State representing another Schengen State.

In this case, under the heading 'remarks', the letter 'R' must be entered, followed by the country code of the country on whose behalf the visa was issued.

The country codes to be used are as follows <sup>(1)</sup>:

Belgium:	B
Denmark:	DK
Germany:	D
Greece:	GR
Spain:	E
France:	F
Italy:	I
Luxembourg:	L
Netherlands:	NL
Austria:	A
Portugal:	P
Finland:	FIN
Sweden:	S
Iceland:	IS
Norway:	N.

In the above example, the Belgian Embassy in Brazzaville issued a visa on behalf of Spain.

<sup>(1)</sup> Text concerning Denmark, Finland, Sweden, Iceland and Norway inserted by Council Decision 2001/329/EC (OJ L 116, 26.4.2001, p. 32). Applicable since 27 April 2001.

**NATIONAL LONG-STAY VISA VALID CONCURRENTLY AS A SHORT-STAY VISA <sup>(1)</sup>****Example 15**

- In this case the heading 'valid for' is to be filled in with the code of the country which issued the long-stay visa + the words 'Schengen States'.
- This example shows a national long-stay visa issued by France and valid concurrently as a uniform short-stay visa.
- A long-stay visa valid concurrently as a short-stay visa bears the identification code D + C.

**SUMMARY**

	'VALID FOR'	'TYPE'	'NUMBER OF ENTRIES'	'FROM ... UNTIL'		'MAXIMUM DURATION OF EACH STAY' (in days)
Airport transit visas (ATVs)	FRANCE (for example) or SCHENGEN STATES	A	01	Date of departure	Date of departure + seven days	XXX
			02	Date of departure	Date of return + seven days	
			MULT <sup>(1)</sup>	Date of first departure	Date of first departure + number of months authorised (maximum three months)	
Transit visas	SCHENGEN STATES or FRANCE (for example)	B	01	Date of departure	Date of departure + duration of stay + seven days	XXX or 1 to 5
			02	Date of first departure	Date of first departure + number of months authorised (maximum six months)	
			MULT <sup>(1)</sup>	Date of first departure		
Short-stay visas	SCHENGEN STATES or FRANCE (for example)	C	01	Date of departure	Date of departure + duration of stay + 15 days	one to 90
			MULT <sup>(2)</sup>	Date of first departure	Date of first departure + number of months authorised (maximum five years)	
Long-stay visas valid concurrently as short-stay visas	FRANCE (for example) + SCHENGEN STATES	D + C				

<sup>(1)</sup> MULT indicates multiple journeys, i.e. more than two entries.

<sup>(2)</sup> MULT indicates multiple journeys, i.e. more than one entry.

<sup>(1)</sup> Text inserted by Council Decision 2001/420/EC (OJ L 150, 6.6.2001, p. 47). Applicable since 15 June 2001.

*ANNEX 6b*

**Entries which the Contracting Parties shall write, where necessary, in the 'REMARKS' section**

**CONFIDENTIAL**

\_\_\_\_\_

*ANNEX 6c*

**Instructions on writing entries in the section to be electronically scanned**

**CONFIDENTIAL**

\_\_\_\_\_

## ANNEX 7

**Specimen visa stickers**

(point 3.1.3)

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## BENELUX COUNTRIES

**Joh. Enschedé**

SECURITY CARDS AND DOCUMENTS

**Schengen****Visumsticker**

Benelux-landen



## DENMARK



## FEDERAL REPUBLIC OF GERMANY



GREECE



SPAIN

FABRICA NACIONAL DE MONEDA Y TIMBRE

ETIQUETA ESPANOLA DEL  
VISADO SCHENGEN

MODELO ELABORADO EN PROCESO DE PRODUCCION INDUSTRIAL

FRANCE

MINISTERE DES AFFAIRES ETRANGERES

VIGNETTE VISA SCHENGEN



ITALY





AUSTRIA



PORTUGAL

S. — R.

MINISTÉRIO DOS NEGÓCIOS ESTRANGEIROS

DIRECÇÃO-GERAL DOS ASSUNTOS CONSULARES

E DA

ADMINISTRAÇÃO FINANCEIRA E PATRIMONIAL



P00000000

P00000000

## FINLAND



## SWEDEN



## ICELAND



## NORWAY



## ANNEX 8

**Specimen visas with limited territorial validity**

(point 3.2.3)

*This document corresponds to examples 10 to 12 in Annex 13 to the Common Consular Instructions on Visas.*

**VISAS WITH LIMITED TERRITORIAL VALIDITY (LTV VISAS)**

An LTV visa can be either a short-stay visa or a transit visa.

The limitation of validity may apply to one or more States

**Example 1****SHORT-STAY LTV VISA, ONE COUNTRY ONLY**

- In this example, the territorial validity is limited to one country only, i.e. France
- A short-stay LTV visa bears the identification code C (as in Example 7 in Annex 6a).

**Example 2 <sup>(1)</sup>****SHORT-STAY LTV VISA, VALIDITY LIMITED TO MORE THAN ONE COUNTRY**

In this case, the 'valid for' heading shall be filled in:

- either by the codes indicating the countries for which the visa is valid (Belgium: B, Denmark: DK, Germany: D, Greece: GR, Spain: E, France: F, Italy: I, Luxembourg: L, Netherlands: NL, Austria: A, Portugal: P, Finland: FIN, Sweden: S, Iceland: IS, Norway: N. In the case of the Benelux countries: BNL). In the example shown, the territorial validity is limited to France and Spain.



<sup>(1)</sup> Text inserted by Council Decision 2001/329/EC (OJ L 116, 26.4.2001, p. 32). Applicable since 27 April 2001.

- or by the words 'Schengen States' followed in brackets by a minus sign and the codes of the Member States for the territories of which the visa is not valid. In the example shown, the visa is valid for the territory of all the Member States applying the Schengen acquis except France and Spain.



**Example 3**

TRANSIT LTV VISAS, ONE COUNTRY



- A transit visa bears the identification code B under the heading for the type of visa
- In the example shown, the visa is limited to France.

## ANNEX 8a

**Rules and procedures governing information to be sent by Contracting Parties when issuing visas with limited territorial validity, when cancelling, revoking and reducing the duration of validity of uniform visas and when issuing national residence permits**

(point 3.2.4)

*This document corresponds to Annex 14 to the Common Consular Instructions on Visas.*

**1. INFORMATION WHEN ISSUING VISAS WITH LIMITED TERRITORIAL VALIDITY****1.1. General conditions**

In order that authorisation to enter the national territory of Schengen Contracting Parties can be granted, nationals from a third country should generally fulfil the conditions laid down in Article 5(1) of the Schengen Convention.

If a national from a third country does not fulfil all these conditions, entry or the issue of a visa shall be refused except if a Contracting Party considers it necessary to derogate from this rule on humanitarian grounds, on grounds of national interest, or due to international obligations. In such cases, the Contracting Party concerned may only issue a visa with limited territorial validity (LTV) and must inform the other Contracting Parties (Article 5(2) and Article 16 of the Schengen Convention).

The issue of short-stay LTVs in accordance with the Schengen Convention and the Common Consular Instructions on Visas (SCH/II-Visa (93) 11, 6 Rev., 4 corr., Chapter V, point 3) is generally subject to the following conditions:

- (a) LTVs are issued by way of exception. The conditions under which this type of visa is issued shall be carefully examined on a case-by-case basis;
- (b) this does not mean that the Schengen Contracting Parties will use and abuse the possibility of issuing LTVs; this would not be in keeping with the principles and objectives of Schengen. Given that the number of LTVs being issued will most probably be small, it is not necessary to envisage an automated procedure for informing the other Contracting Parties.

**1.2. Rules of procedure**

When defining rules of procedure governing the information to be sent to Contracting Parties when LTVs are issued, a distinction shall be made between visas issued by diplomatic and consular representations and visas issued by the border authorities. The rules of procedure in use are as follows:

**1.2.1. Issue of visas by diplomatic and consular representations**

In general, the rules laid down for the provisional arrangements for consultation with the central authorities (Article 17(2) of the Schengen Convention shall apply *mutatis mutandis* to the procedure for informing the other Contracting Parties (see doc. SCH/II-Visa (94) 7). Where different rules are used, these shall be notified by the Contracting Parties concerned. In general, information shall be sent within 72 hours.

**1.2.2. Issue of visas by the border authorities**

In this case, information shall generally be sent within 72 hours to the central authorities of the other Contracting Parties.

**1.2.3. The Contracting Parties must designate contact points which will receive this information.****1.2.4. In the context of an automated procedure for consultation of the central authorities (Article 17(2) of the Schengen Convention), a procedure must be included to ensure that other Contracting Parties are informed of the issue of an LTV where the LTV is issued as a result of an objection to the issue of a Schengen visa on the part of one (or more) Contracting Party/Parties), in the framework of consultation. Where LTVs are issued in other circumstances, this procedure cannot be used for sending information between States.**



1.2.5. The following information shall be sent to the Contracting Parties:

Surname, first name, and date of birth of visa holder

Nationality of visa holder

Date and place of issue of LTV

Reasons for issuing visas with limited territorial validity:

- humanitarian grounds,
- grounds of national interest,
- international obligations,
- travel document which is not valid in all Contracting Parties,
- second issue of a visa within a six-month period,
- in emergencies, there was no consultation with the central authorities,
- the central authorities of a Contracting Party raised objections during consultation.

2. CANCELLING, REVOKING AND REDUCING THE DURATION OF VALIDITY OF A UNIFORM VISA

In accordance with the principles adopted by the Executive Committee for cancelling, revoking and reducing the duration of a uniform visa's validity (SCH/Com-ex (93) 24), the information must be sent to the other Contracting Parties.

2.1. **Cancelling visas**

Cancelling a Schengen visa aims to prevent persons entering the territory of the Contracting Parties when it transpires after a visa has been issued that these persons do not fulfil the conditions warranting the issue of a visa.

Contracting Parties who cancel a visa issued by another Contracting Party shall generally inform the central authorities of the issuing State within 72 hours.

This notification shall contain the following information:

Surname, first name, and date of birth of visa holder

Nationality of visa holder

Type and number of travel document

Number of the visa sticker

Category of visa

Date and place of visa issue

Date and reasons for cancellation.

2.2. **Revoking visas**

Revoking a visa permits cancellation, even after entry to the territory, of the remaining duration of a visa's validity.

A Contracting Party which revokes a uniform visa shall generally inform the issuing Contracting Party within 72 hours. This notification shall contain the same information as mentioned under point 2.1.

### 2.3. Reducing the duration of a visa's validity

When a Schengen State reduces the duration of validity of a visa issued by another Contracting Party, it shall generally inform that Contracting Party's central authorities within 72 hours. This notification shall contain the same information as mentioned under point 2.1.

### 2.4. Procedure

The information sent to the Contracting Party which issued the visa when a visa is cancelled or revoked, or the duration of its validity is reduced, shall generally be sent to the central authority designated by that Contracting Party.

## 3. INFORMATION ON NATIONAL RESIDENCE PERMITS (ARTICLE 25)

Article 25(1) lays down that where a Contracting Party considers issuing a residence permit to an alien for whom an alert has been issued for the purposes of refusing entry, it shall first consult the Contracting Party issuing the alert and shall take account of its interests: the residence permit shall be issued only for serious reasons, in particular of a humanitarian nature or arising from international obligations.

The second subparagraph in Article 25(1) provides that the Contracting Party issuing the alert shall withdraw the alert, but may still put the alien concerned on its national list of alerts.

The application of the provisions mentioned above involves two instances of information transmission between the Contracting Party intending to issue the residence permit and the Contracting Party issuing the alert:

- prior consultation with the Contracting Party issuing the alert in order to take account of its interests, and
- information about the issue of the residence permit, so that the Contracting Party issuing the alert can withdraw it.

In accordance with the provisions of Article 25(2) of the Schengen Convention, consultation by the Contracting Party issuing the alert is also necessary if it only transpires *a posteriori*, i.e. after the residence permit has been issued, that an alert has been issued for the purposes of refusing entry to the holder of the residence permit.

In view of the underlying principles of the Schengen Convention, the issue of a residence permit to nationals from a third country for whom an alert has been issued for the purposes of refusing entry by one of the Contracting Parties shall also be limited to exceptional circumstances.

With regard to the consultation referred to in Article 25 of the Convention, this action is highly dependent on the functioning of the Schengen Information System (SIS). Consideration should be given to sending this information via the future Sirene procedure if possible.

The rules of procedure outlined in this note shall be re-examined from the point of view of their practical applicability at the latest twelve months after the Schengen Convention has been brought into force.

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## ANNEX 9

**Specimen long-stay visa**

(point 3.3.2)

**LONG-STAY VISA**

- Long-stay visas give entitlement to stays of over 90 days in any six-month period. These are national visas, but entitle the holder to transit through the territory of other Schengen States to enter, for the first time, the territory of the State which issued the visa.
- Long-stay visas are identifiable by Code D, which appears in the heading 'type of visa'.
- The heading 'valid for' indicates the country which issued the visa. This indication is followed by '(+ 1 transit Schengen)' to draw attention to the fact that the visa gives entitlement to transit through the rest of the Schengen area to reach the issuing State.
- The duration of stay indicated may not exceed 90 days.



## ANNEX 10

**Reference amounts required for crossing borders fixed annually by the national authorities**

(point 4.1.2)

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*This document corresponds to Annex 7 to the Common Consular Instructions on Visas.*

## BELGIUM

Belgian law lays down general provisions for the verification of adequate means of subsistence, without stipulating any mandatory rules.

The administrative practice is as follows:

— *Aliens staying with a private person*

Proof of means of subsistence may be furnished by means of a letter of guarantee signed by the person accommodating the alien in Belgium and authenticated by the local administrative authority of his place of residence.

The declaration of liability covers the costs of the alien's stay, health care, accommodation and repatriation, should the alien be unable to pay, so as to rule out payment by the public authorities. The declaration must be signed by a person who is *solvent* and, if this person is an alien, is in possession of a residence permit or settlement permit.

If necessary, the alien may also be required to furnish proof of personal resources.

If he has no financial credit whatsoever, he must be able to access at least EUR 38 for each day of the planned stay.

— *Aliens staying at a hotel*

If the alien is unable to furnish proof of any credit whatsoever, he must be able to access at least approximately EUR 50 for each day of the planned stay.

Furthermore, in most cases, the person concerned must produce a ticket (air ticket) enabling him to return to his country of origin or residence.

## DENMARK

Under the Danish Aliens Law, an alien entering Danish territory must have adequate means for subsistence and for the return journey.

In practice it is for the border control authorities at the point of entry to assess whether this is the case on the basis of the economic situation of the alien, taking account of information on his possibilities with regard to accommodation and the return journey.

The administration has set a figure for adequate means of subsistence of, in principle, Danish Kroner 300 per 24 hours.

In addition, the alien must be able to prove that he has adequate means for the return journey, for example in the form of a return ticket.

## GERMANY

Pursuant to Article 60(2) of the Aliens Act of 9 July 1990 (AuslG), an alien may be refused entry at the border if there are grounds for expulsion.

This is the case if an alien is forced to claim or claims social welfare benefit from the German State for himself, for members of his family staying in German territory or for his dependants (Article 46(6) of the Aliens Act).

Reference amounts have not been fixed for the use of border control officials. In practice, an amount of EUR 25 per day is generally used as a basic reference. The alien must also have a return ticket or equivalent financial means.

Nevertheless, before the decision not to admit the alien is made, he must be granted the opportunity to produce, in good time and by legal means, the financial means necessary to secure his stay in German territory, namely by presenting:

- a legal guarantee from a German bank,
- a letter of guarantee from the host,
- a telegraphic money order, or
- a guarantee deposited with the immigration authorities dealing with his visit.

#### GREECE

Ministerial decree No 3011/2/1f of 11 January 1992 fixes the amount of the means of subsistence which foreign nationals, with the exception of nationals of the Member States of the European Community, must have at their disposal if they wish to enter Greek territory.

Pursuant to the abovementioned ministerial decree, the amount of foreign currency enabling foreign nationals of States other than Member States of the European Community to enter Greece is fixed at the equivalent of EUR 20 in foreign currency per person per day, and a minimum total amount of EUR 100.

The amount of foreign currency required per day is reduced by 50 % for minors who are members of the alien's family.

Nationals of non-Community countries which oblige Greek nationals to change currency at their borders are subject to the same obligation in accordance with the principle of reciprocity.

#### SPAIN

Aliens must prove that they have adequate means of subsistence. The minimum amount is given below:

- (a) for the costs of their stay in Spain: EUR 30, or the equivalent in foreign currency, multiplied by the planned number of days of the stay in Spain and by the number of family members travelling with the person concerned. Regardless of the planned duration of the stay, the minimum amount for which he must provide proof must always be EUR 300 per person;
- (b) for their return to the State of provenance or for transit via third States: the personal, non-transferable and fixed-date ticket or tickets for the planned means of transport.

Aliens must prove that they have the above means of subsistence either by producing them if they are in cash, or by producing certified cheques, traveller's cheques, receipts, letters of credit or a bank certificate confirming the existence of these means. Failing these documents, any other supporting documents recognised by the Spanish border police authorities may be produced.

#### FRANCE

The reference amount for the adequate means of subsistence for the planned duration of an alien's stay or for his transit via France to a destination in a third State is equal to the amount of the guaranteed minimum wage in France (SMIC) calculated daily on the basis of the rate fixed on 1 January of the current year.

This amount is regularly reassessed on the basis of the French cost of living index:

- automatically whenever the retail price index rises more than 2 %,
- by a governmental decision, after consultation with the national commission for collective bargaining, to grant a rise higher than the rise in the retail price index.

As of 1 July 2002, the daily amount of the SMIC (minimum wage) is EUR 47,80.

Holders of an accommodation certificate must possess a minimum amount of money, equivalent to half the SMIC, in order to stay in France. This amount is therefore EUR 23,90 per day.

## ITALY

Article 4(3) of the 'Consolidated text of provisions governing immigration and the status of aliens' No 286 of 28 July 1998 states that Italy, in accordance with the obligations assumed through membership of specific international agreements, shall allow entry into its territory to aliens who prove themselves to be in possession of suitable documentation to confirm the purpose and conditions of their residence and sufficient means of support for the duration of their residence as well as, except in the case of residence permits for work purposes, for their return to the country they came from. Means of support are defined in the relevant directive issued by the Minister for the Interior. Aliens not satisfying these requirements or who are considered a threat to the national security or public policy of the State or of one of the countries with which Italy has signed agreements for the abolition of internal border controls and the free movement of persons may not enter Italy, subject to the limits and derogations laid down in those agreements.

The directive in question, which was issued on 1 March 2000 and has the title 'Definition of means of support for entry and residence of aliens in the national territory', lays down that:

- the availability of means of support may be demonstrated by producing currency or equivalent bills of exchange or bank guarantees or insurance policies guaranteeing payment, by means of documents attesting to prepaid services or documents proving the availability of funds from income in the national territory,
- the monetary amounts established in the directive are to be revised annually, after application of the parameters relating to average annual variation produced by ISTAT and calculated on the basis of the general consumer price index for foodstuffs, drinks, transport and accommodation services,
- the alien must indicate the availability of suitable accommodation in Italian territory and possession of the sum needed for repatriation, which may also be demonstrated by showing a return ticket,
- the minimum means of support needed per person for the issue of a visa and for entry to Italian territory for the purposes of tourism are defined in accordance with the following table.

Table A

**Table for determining the means of support required for entry to Italian territory for the purposes of tourism**

(in EUR)

Duration of trip	Number of participants in trip	
	One participant	Two or more participants
1 to 5 days overall fixed sum	269,60	212,81
6 to 10 days daily sum per person	44,93	26,33
11 to 20 days fixed sum +	51,64	25,82
daily sum per person	36,67	22,21
more than 20 days fixed sum +	206,58	118,79
daily sum per person	27,89	17,04

## LUXEMBOURG

The law of Luxembourg does not provide for any reference amount for border controls. The official carrying out the control decides on a case-by-case basis whether an alien who presents himself at the border has adequate means of subsistence. To this end, the official takes into account the purpose of the stay and the type of accommodation.

## NETHERLANDS

The amount which border control officials take as a basis when verifying means of subsistence is currently EUR 34 per person per day.

The application of this criterion is flexible since the required amount of the means of subsistence is determined on the basis of the planned duration of the stay, the reason for the visit and the personal circumstances of the person concerned.

## AUSTRIA

Pursuant to subparagraph 4 of Article 52(2) of the Law on Aliens, aliens shall be turned away at the border if they have no place of residence in Austria and do not have sufficient means of subsistence to meet the costs of their stay and return.

However, there are no reference amounts for the above. Decisions are made on a case-by-case basis depending on the purpose, type and duration of the stay. Cash and, depending on the circumstances of the individual case, traveller's cheques, credit cards, bank guarantees or letters of guarantee from solvent persons living in Austria may be accepted as proof.

## PORTUGAL

Aliens must be in possession of the following amounts if they wish to enter or stay in Portugal:

- 75 EUR for each entry,
- 40 EUR for each day spent in the territory.

Aliens who are able to prove that their board and lodging are guaranteed for the duration of their stay may be exempted from paying the above amounts.

## FINLAND

The amount which border control officials take as a basis for means of subsistence is at present EUR 40 per person per day.

## SWEDEN

Swedish law does not stipulate a reference amount for the crossing of borders. The border control officer decides on a case-by-case basis whether the alien has adequate means of subsistence.

## ICELAND

Under Icelandic law, aliens must prove that they are in possession of enough money to meet their needs in Iceland and to make the return journey. In practice, the reference amount is Icelandic krónur 4 000 per person. If subsistence expenses are borne by a third party, the amount is halved. The total minimum amount is Icelandic krónur 20 000 for each entry.

## NORWAY

Under Article 27(d) of the Norwegian Immigration Law, any foreign national who is unable to prove that he has adequate funds for his stay in the Kingdom and for the return journey, or that he can count on such funds, may be turned back at the border.

The amounts deemed necessary are fixed individually and decisions are taken on a case-by-case basis. Account is taken of the length of stay, whether the foreign national will be staying with family or friends, whether he has a ticket for the return journey and whether a guarantee has been given for the stay (as an indication, an amount of Norwegian Kroner 500 per day is deemed to be adequate for visitors who are not staying with relations or friends).



## ANNEX 11

**List of documents giving entitlement to entry without a visa****INDEX**

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*This document corresponds to Annex 4 to the Common Consular Instructions on Visas.*

## BELGIUM

- Carte d'identité d'étranger  
Identiteitskaart voor vreemdelingen  
Personalausweis für Ausländer  
(Identity card for foreigners)
- Certificat d'inscription au registre des étrangers  
Bewijs van inschrijving in het vreemdelingenregister  
Bescheinigung der Eintragung im Ausländerregister  
(Certificate attesting to entry in foreigners' register)
- Special residence permits issued by the Ministry of Foreign Affairs:
  - Carte d'identité diplomatique  
Diplomatieke identiteitskaart  
Diplomatischer Personalausweis  
(Diplomat's identity card)
  - Carte d'identité consulaire  
Consulaire identiteitskaart  
Konsularer Personalausweis  
(Consular identity card)
  - Carte d'identité spéciale — couleur bleu  
Bijzondere identiteitskaart — blauw  
Besonderer Personalausweis — blau  
(Special identity card — blue)
  - Carte d'identité spéciale — couleur rouge  
Bijzondere identiteitskaart — rood  
Besonderer Personalausweis — rot  
(Special identity card — red)
- Certificat d'identité pour les enfants âgés de moins de cinq ans des étrangers privilégiés titulaires d'une carte d'identité diplomatique, d'une carte d'identité consulaire, d'une carte d'identité spéciale — couleur bleu ou d'une carte d'identité — couleur rouge  
Identiteitsbewijs voor kinderen, die de leeftijd van vijf jaar nog niet hebben bereikt, van een bevoorrecht vreemdeling dewelke houder is van een diplomatieke identiteitskaart, consulaire identiteitskaart, bijzondere identiteitskaart — blauw of bijzondere identiteitskaart — rood  
Identitätsnachweis für Kinder unter fünf Jahren von privilegierten Ausländern, die Inhaber eines diplomatischen Personalausweises, eines konsularischen Personalausweises, eines besonderen Personalausweises — rot — oder eines besonderen Personalausweises — blau — sind.  
(Identity card for children, under the age of five, of aliens who are holders of diplomatic identity cards, consular identity cards, blue special identity cards or red special identity cards)
- Certificat d'identité avec photographie délivré par une administration communale belge à un enfant de moins de douze ans  
Door een Belgisch gemeentebestuur aan een kind beneden de twaalf jaar afgegeven identiteitsbewijs met foto  
Von einer belgischen Gemeindeverwaltung einem Kind unter dem 12. Lebensjahr ausgestellter Personalausweis mit Lichtbild  
(Certificate of identity with photograph issued by Belgian communes to children under twelve)
- List of persons participating in a school trip within the European Union.

## DENMARK

*Residence cards*

EF/EØS — opholdskort (EU/EEA residence card) (title on card)

- Kort A. Tidsbegrænset EF/EØS-opholdsbevis (anvendes til EF/EØS-statsborgere)  
(Card A. Temporary EU/EEA residence permit used for EU/EEA citizens)
- Kort B. Tidsubegrænset EF/EØS-opholdsbevis (anvendes til EF/EØS-statsborgere)  
(Card B. EU/EEA residence permit of unlimited duration used for EU/EEA citizens)
- Kort Karte K. Tidsbegrænset opholdstilladelse til tredjelandssstatsborgere, der meddeles opholdstilladelse efter EF/EØS-reglerne)  
(Card K. Temporary residence permit for citizens of third countries who have been granted a residence permit under EU/EEA rules)
- Kort L. Tidsubegrænset opholdstilladelse til tredjelandssstatsborgere, der meddeles opholdstilladelse efter EF/EØS-reglerne)  
(Card L. Residence permit of unlimited duration for citizens of third countries who have been granted a residence permit under EU/EEA rules).

*Residence permits (title on card)*

- Kort C. Tidsbegrænset opholdstilladelse til udlændinge, der er fritaget for arbejdstilladelse  
(Card C. Temporary residence permit for aliens who are not required to have a work permit)
- Kort D. Tidsubegrænset opholdstilladelse til udlændinge, der er fritaget for arbejdstilladelse  
(Card D. Residence permit of unlimited duration for aliens who are not required to have a work permit)
- Kort E. Tidsbegrænset opholdstilladelse til udlændinge, der ikke har ret til arbejde  
(Card E. Temporary residence permit for aliens who do not have the right to work)
- Kort F. Tidsbegrænset opholdstilladelse til flygtninge — er fritaget for arbejdstilladelse  
(Card F. Temporary residence permit for refugees — not required to have a work permit)
- Kort G. Tidsbegrænset opholdstilladelse til EF/EØS — statsborgere, som har andet opholdsgrundlag end efter EF-reglerne — er fritaget for arbejdstilladelse  
(Card G. Temporary residence permit for EU/EEA citizens who have a basis for residence other than that deriving from the EU rules — not required to have a work permit)
- Kort H. Tidsubegrænset opholdstilladelse til EF/EØS — statsborgere, som har andet opholdsgrundlag end efter EF-reglerne — er fritaget for arbejdstilladelse  
(Card H. Residence permit of unlimited duration for EU/EEA citizens who have a basis for residence other than that deriving from the EU rules — not required to have a work permit)
- Kort J. Tidsbegrænset opholds- og arbejdstilladelse til udlændinge  
(Card J. Temporary residence and work permit for aliens).

Since 14 September 1998 Denmark has issued new residence permits in credit-card format.

There are still some valid residence permits of types B, D and H in circulation which were issued in another format. These cards are made of laminated paper, measure approximately 9 cm × 13 cm and bear a pattern of the Danish coat of arms in white. For Card B, the background colour is beige, for Card D it is light pink and for Card H light mauve.

*Stickers to be affixed to passports, bearing the following wording:*

- Sticker B. — Tidsbegrænset opholdstilladelse til udlændinge, der ikke har ret til arbejde  
(Sticker B. Temporary residence permit for aliens who do not have the right to work)
- Sticker C. — Tidsbegrænset opholds- og arbejdstilladelse  
(Sticker C. Temporary residence and work permit)
- Sticker D. — Medfølgende slægtninge (opholdstilladelse til børn, der er optaget i forældres pas)  
(Sticker D. Accompanying relatives (residence permit for children who are included in their parents' passport))
- Sticker H. — Tidsbegrænset opholdstilladelse til udlændinge, der er fritaget for arbejdstilladelse  
(Sticker H. Temporary residence permit for aliens who are not required to have a work permit).

*Stickers issued by the Ministry of Foreign Affairs:*

- Sticker E — Diplomatsk visering  
(Sticker E — diplomatic visa) Issued to diplomats and the members of their family who appear on the diplomatic lists, and to staff of equivalent rank in international organisations in Denmark. Valid for residence and for multiple entry for as long as the person concerned is on the diplomatic lists in Copenhagen.
- Sticker F — Opholdstilladelse  
(Sticker F — residence permit) Issued to seconded technical or administrative staff and members of their family and to domestic servants of diplomats on secondment from the Ministry of Foreign Affairs of the State of origin with a service passport. Also issued to staff of equivalent rank in international organisations in Denmark. Valid for residence and multiple entry for the duration of the mission.
- Sticker S (i kombination med sticker E eller F)  
(Sticker S (in combination with Sticker E or F))  
Residence permit for accompanying close relatives, where they are included in the passport.

It should be noted that identity cards for foreign diplomats, technical or administrative staff, domestic servants etc. issued by the Ministry of Foreign Affairs do not give the holder the right to enter the territory without a visa, since such identity cards are not proof of permission to reside in Denmark.

*Other documents:*

- List of persons participating in a school trip within the European Union
- Readmission permit in the form of a visa sticker with national code DK.

#### GERMANY

- Aufenthaltserlaubnis für die Bundesrepublik Deutschland  
(Residence permit for the Federal Republic of Germany)
- Aufenthaltserlaubnis für Angehörige eines Mitgliedstaates der EWG  
(Residence permit for EC nationals)
- Aufenthaltsberechtigung für die Bundesrepublik Deutschland  
(Residence permit for the Federal Republic of Germany)
- Aufenthaltsbewilligung für die Bundesrepublik Deutschland  
(Residence authorisation for the Federal Republic of Germany)

- Aufenthaltsbefugnis für die Bundesrepublik Deutschland  
(Residence permit for the Federal Republic of Germany).  
These residence permits only entitle entry without a visa when they are inserted in a passport or issued in connection with a passport as an authorisation replacing a visa. They do not give entitlement to entry without a visa if they are issued instead of a national identity document.  
The document for a deferred expulsion measure 'Aussetzung der Abschiebung (Duldung)' and the temporary residence authorisation for asylum seekers 'Aufenthaltsgestattung für Asylbewerber' do not give entitlement to entry without a visa either.
  - Special residence permits issued by the Ministry of Foreign Affairs
    - Diplomatenausweis  
(Diplomat's pass) (red)
    - Ausweis für bevorrechtigte Personen  
(VIP pass) (blue)
    - Ausweis  
(Pass) (yellow)
    - Ausweis  
(Pass) (dark red)
    - Personalausweis  
(Identity card) (green)
  - Special residence permits issued by the *Länder*
    - Ausweis für Mitglieder des Konsularkorps  
(Pass for members of the consular corps) (white)
    - Ausweis  
(Pass) (grey)
    - Ausweis für Mitglieder des Konsularkorps  
(Pass for members of the consular corps) (white with green stripes)
    - Ausweis  
(Pass) (yellow)
    - Ausweis  
(Pass) (green)
  - New residence permits in card format (ID card format) issued by the Ministry of Foreign Affairs:
    - Diplomatenausweis (diplomat's pass) and — Diplomatenausweis Article 38 WÜD (diplomat's pass pursuant to Article 38 of the Vienna Convention on Diplomatic Relations)
      - These documents are equivalent to the old red diplomat's pass and bear the letter 'D' on the back.
    - Protokollausweis für Verwaltungspersonal (protocol pass for administrative staff)
      - This document is equivalent to the old blue pass for seconded members of the administrative and technical staff of the missions and bears the letters 'VB' on the back.
    - Protokollausweis für dienstliches Hauspersonal (protocol pass for service staff)
      - This document is equivalent to the old blue pass for seconded members of the service staff of the missions and bears the letters 'DP' on the back.
    - Protokollausweis für Ortskräfte (protocol pass for local staff)
      - This document is equivalent to the old yellow pass for locally hired employees of the missions and bears the letters 'OK' on the back.
    - Protokollausweis für privates Hauspersonal (protocol pass for private domestic staff)
      - This document is equivalent to the old green pass for private domestic staff for seconded members of the missions and bears the letters 'PP' on the back.
    - Sonderausweis für Mitarbeiter internationaler Organisationen (Special pass issued to members of staff of international organisations)
      - This document is equivalent to the old dark red special pass for members of staff of international organisations and bears the letters 'IO' on the back.
- The respective privileges are indicated on the back of the pass.
- List of persons participating in a school trip within the European Union.

## GREECE

- Άδεια παραμονής αλλοδαπού για εργασία  
(Work permit)
- Άδεια παραμονής μελών οικογενείας αλλοδαπού  
(Residence permit issued for family reunion)
- Άδεια παραμονής αλλοδαπού για σπουδές  
(Residence permit for study purposes)
- Άδεια παραμονής αλλοδαπού  
(Alien's residence permit) (white)  
  
(This document is issued to aliens who are married to Greek nationals; it is valid for one year and can be extended for as long as the marriage lasts)
- Άδεια παραμονής αλλοδαπού  
(Alien's residence permit) (beige-yellow)  
  
(This document is issued to all aliens who are legally resident in Greece. It is valid for between one and five years)
- Άδεια παραμονής αλλοδαπού  
(Alien's residence permit) (white)  
  
(This document is issued to persons recognised as refugees under the 1951 Geneva Convention)
- Δελτίο ταυτότητας αλλοδαπού  
(Alien's identity card) (green)  
  
(This document is issued only to aliens of Greek descent; it may be valid for either two or five years)
- Ειδικό δελτίο ταυτότητας ομογενούς  
(Special identity card for aliens of Greek descent) (beige)  
  
(This document is issued to Albanian nationals of Greek descent; it is valid for three years. The card is also issued to their spouses and descendants of Greek origin, regardless of nationality, provided there is official documentation of some kind to prove their family ties)
- Ειδικό δελτίο ταυτότητας ομογενούς  
(Special identity card for aliens of Greek descent) (pink)  
  
(This document is issued to aliens of Greek descent from the former USSR. It is valid indefinitely)
- Δελτίο ταυτότητας διπλωματικού υπαλλήλου  
(Identity card for diplomatic officials) (white)  
Δελτίο ταυτότητας προξενικού υπαλλήλου  
(Identity card for consular officials) (white)  
Δελτίο ταυτότητας υπαλλήλου διεθνούς οργανισμού  
(Identity card for officials of international organisations) (white)  
Δελτίο ταυτότητας διοικητικού υπαλλήλου διπλωματικής αρχής  
(Identity card for administrative officials of diplomatic authorities) (blue)
- List of persons participating in a school trip within the European Union.

*Note:* The first four categories of document will remain valid until their expiry date. They ceased to be issued on 2 June 2001.

## SPAIN

Holders of a valid re-entry authorisation will be allowed entry without a visa.

Residence permits entitling aliens, who for reasons of nationality would normally be subject to a visa requirement, to enter Spanish territory without a visa are as follows:

- Permiso de residencia inicial  
(Initial Residence Permit)
- Permiso de residencia ordinario  
(Ordinary Residence Permit)
- Permiso de residencia especial  
(Special Residence Permit)
- Tarjeta de estudiante  
(Student Card)
- Permiso de residencia tipo A  
(Residence Permit type A)
- Permiso de residencia tipo B  
(Residence Permit type B)
- Permiso de trabajo y de residencia tipo B  
(Work and Residence Permit type B)
- Permiso de trabajo y de residencia tipo C  
(Work and Residence Permit type C)
- Permiso de trabajo y de residencia tipo D  
(Work and Residence Permit type D)
- Permiso de Trabajo y de Residencia tipo D  
(Work and residence permit type D)
- Permiso de Trabajo y de Residencia tipo E  
(Work and residence permit type E)
- Permiso de Trabajo Fronterizo tipo F  
(Border work permit type F)
- Permiso de Trabajo y Residencia tipo P  
(Work and residence permit type P)
- Permiso de Trabajo y Residencia tipo Ex  
(Work and residence permit type Ex)
- Tarjeta de reconocimiento de la excepción a la necesidad de obtener Permiso de Trabajo y permiso de residencia  
(artículo de la 16 Ley 7/85)  
(Pass recognising exemption from the need to obtain a work permit and a residence permit — Article 16 Law 7/85)
- Permiso de residencia para refugiados  
(Residence permit for refugees)
- Lista de personas que participan en un viaje escolar dentro de la Unión Europea  
(List of persons participating in a school trip within the European Union)

— Tarjeta de familiar residente comunitario  
(Pass for relatives of a Community resident)

— Tarjeta temporal de familiar de residente comunitario  
(Temporary pass for relatives of a Community resident)

The holders of the following valid accreditation cards issued by the Ministry of Foreign Affairs may enter without a visa:

— Tarjeta especial (Special pass — red) entitled 'Cuerpo diplomático. Embajador. Documento de identidad' (Diplomatic corps. Ambassador. Identity document), issued to accredited ambassadors

— Tarjeta especial (Special pass — red) entitled 'Cuerpo diplomático. Documento de identidad' (Diplomatic corps. Identity document), issued to staff accredited to diplomatic missions who have diplomatic status. An F is added to the document when issued to spouses or children

— Tarjeta especial (Special pass — yellow) entitled 'Misiones diplomáticas. Personal administrativo y técnico. Documento de identidad' (Diplomatic missions. Administrative and technical staff. Identity document), issued to administrative officials at accredited diplomatic missions. An F is added to the document when issued to spouses or children

— Tarjeta especial (Special pass — yellow) entitled 'Tarjeta diplomática de identidad' (Diplomatic identity card), issued to staff with diplomatic status at the Office of the League of Arab Nations and to staff accredited to the Office of the Palestinian General Mission (Oficina de la Delegación General). An F is added to the document when issued to spouses or children

— Tarjeta especial (Special pass — red) entitled 'Organismos internacionales. Estatuto diplomático. Documento de identidad' (International organisations. Diplomatic status. Identity document), issued to Bureau de la Ligue des Etats Arabes. An F is added to the document when issued to spouses or children

— Tarjeta especial (Special pass — blue) entitled 'Organismos internacionales. Personal administrativo y técnico. Documento de identidad' (International organisations. Administrative and technical staff. Identity document), issued to administrative officials accredited to international organisations. An F is added to the document when issued to spouses or children

— Tarjeta especial (Special pass — green) entitled 'Funcionario consular de carrera. Documento de identidad' (Career consular official. Identity document), issued to career consular officials accredited in Spain. An F is added to the document when issued to spouses or children

— Tarjeta especial (Special pass — green) entitled 'Empleado consular. Expedida a favour de ... Documento de identidad' (Consular employee. Issued to ... Identity document), issued to consular administrative officials accredited in Spain. An F is added to the document when issued to spouses or children

— Tarjeta especial (Special pass — grey) entitled 'Personal de servicio. Misiones diplomáticas, oficinas consulares y organismos internacionales. Expedida a favour de ... Documento de identidad' (Service duty staff. Diplomatic missions, Consular posts and International organisations. Issued to ... Identity document). This is issued to staff working in the domestic service of diplomatic missions, consular posts and international organisations (service duty staff) and staff with career diplomatic or consular status (private domestic staff). An F is added to the document when issued to spouses or children.



## FRANCE

## 1. Adult aliens should be in possession of the following documents:

- Carte de séjour temporaire comportant une mention particulière qui varie selon le motif du séjour autorisé  
(A temporary Residency Permit containing particular details which will vary in accordance with the grounds for the authorised stay)
- Carte de résident  
(Resident's card)
- Certificat de résidence d'Algérien comportant une mention particulière qui varie selon le motif du séjour autorisé (1 an, 10 ans)  
(Algerian Residence Certificate marked according to the grounds for the authorised stay) (1 year, 10 years)
- Certificat de résidence d'Algérien portant la mention 'membre d'un organisme officiel' (2 ans)  
(Algerian Residence Certificate marked 'member of an official organisation') (2 years)
- Carte de séjour des Communautés européennes (1 an, 5 ans, 10 ans)  
(European Communities residence permit) (1 year, 5/10 years)
- Carte de séjour de l'Espace Economique Européen  
(European Economic Area residence permit)
- Cartes officielles valant titre de séjour, délivrées par le ministère des affaires étrangères (Official permits with the same status as residence permits issued by the Ministry of Foreign Affairs)
- Titres de séjour spéciaux (special residence permits)
  - Titre de séjour spécial portant la mention CMD/A délivrée aux Chefs de Mission diplomatique (special residence permit with the heading 'CMD/A' issued to heads of diplomatic missions)
  - Titre de séjour spécial portant la mention CMD/M délivrée aux chefs de mission d'organisation internationale (special residence permit with the heading 'CMD/M' issued to heads of mission of international organisations)
  - Titre de séjour spécial portant la mention CMD/D délivrée aux chefs d'une délégation permanente auprès d'une organisation internationale (special residence permit with the heading 'CMD/D' issued to heads of permanent delegations to international organisations)
  - Titre de séjour spécial portant la mention CD/A délivrée aux agents du corps diplomatique (special residence permit with the heading 'CD/A' issued to diplomatic officials)
  - Titre de séjour spécial portant la mention CD/M délivrée aux hauts fonctionnaires d'une organisation Internationale (special residence permit with the heading 'CD/M' issued to senior officials of an international organisation)
  - Titre de séjour spécial portant la mention CD/D délivrée aux assimilés diplomatiques membres d'une délégation permanente auprès d'une organisation internationale (special residence permit with the heading 'CD/D' issued to officials comparable to diplomatic officials who are members of permanent delegations to international organisations)
  - Titre de séjour spécial portant la mention CC/C délivrée aux fonctionnaires consulaires (special residence permit with the heading 'CC/C' issued to consular officials)
  - Titre de séjour spécial portant la mention AT/A délivrée au personnel administratif ou technique d'une ambassade (special residence permit with the heading 'AT/A' issued to administrative or technical staff of an embassy)
  - Titre de séjour spécial portant la mention AT/C délivrée au personnel administratif ou technique d'un consulat (special residence permit with the heading 'AT/C' issued to administrative or technical staff of a consulate)

- Titre de séjour spécial portant la mention AT/M délivrée au personnel administratif ou technique d'une organisation internationale (special residence permit with the heading 'AT/M' issued to administrative or technical staff to an international organisation)
- Titre de séjour spécial portant la mention AT/D délivrée au personnel administratif ou technique d'une délégation auprès d'une organisation internationale (special residence permit with the heading 'AT/D' issued to administrative or technical staff of a delegation to an international organisation)
- Titre de séjour spécial portant la mention SE/A délivrée au personnel de service d'une ambassade (special residence permit with the heading 'SE/A' issued to service staff of an embassy)
- Titre de séjour spécial portant la mention SE/C délivrée au personnel de service d'un consulat (special residence permit with the heading 'SE/C' issued to service staff of a consulate)
- Titre de séjour spécial portant la mention SE/M délivrée au personnel de service d'une organisation internationale (special residence permit with the heading 'SE/M' issued to service staff of an international organisation)
- Titre de séjour spécial portant la mention SE/D délivrée au personnel de service d'une délégation auprès d'une organisation internationale (special residence permit with the heading 'SE/D' issued to service staff of a delegation to an international organisation)
- Titre de séjour spécial portant la mention PP/A délivrée au personnel privé d'un diplomate (special residence permit with the heading 'PP/A' issued to private staff of a diplomat)
- Titre de séjour spécial portant la mention PP/C délivrée au personnel privé d'un fonctionnaire consulaire (special residence permit with the heading 'PP/C' issued to private staff of a consular official)
- Titre de séjour spécial portant la mention PP/M délivrée au personnel privé d'un membre d'une organisation internationale (special residence permit with the heading 'PP/M' issued to private staff of a member of an international organisation)
- Titre de séjour spécial portant la mention PP/D délivrée au personnel privé d'un membre d'une délégation permanente auprès d'une organisation internationale (special residence permit with the heading 'PP/D' issued to private staff of a member of a permanent delegation at an international organisation)
- Titre de séjour spécial portant la mention EM/A délivrée aux enseignants ou militaires à statut spécial attachés auprès d'une ambassade (special residence permit with the heading 'EM/A' issued to teachers or military staff with special status attached to an embassy)
- Titre de séjour spécial portant la mention EM/C délivrée aux enseignants ou militaires à statut spécial attachés auprès d'un consulat (special residence permit with the heading 'EM/C' issued to teachers or military staff with special status attached to a consulate)
- Titre de séjour spécial portant la mention EF/M délivrée aux fonctionnaires internationaux domiciliés à l'étranger (special residence permit with the heading 'EF/M' issued to international officials domiciled abroad)
- Monegasque permits
  - la carte de séjour de résident temporaire de Monaco (temporary resident's permit)
  - la carte de séjour de résident ordinaire de Monaco (ordinary resident's permit)
  - la carte de séjour de résident privilégié de Monaco (privileged resident's permit)
  - la carte de séjour de conjoint de ressortissant monégasque (residence permit for the spouse of a person of Monegasque nationality).

2. Aliens who are minors should be in possession of the following documents:

- document de circulation pour étrangers mineurs  
(travel document for alien minors)
- visa de retour (sans condition de nationalité et sans présentation du titre de séjour, auquel ne sont pas soumis les enfants mineurs)  
(return visas) (alien minors are not subject to nationality conditions or to production of residence permits)
- passeport diplomatique/de service/ordinaire des enfants mineurs des titulaires d'une carte spéciale du Ministère des Affaires étrangères revêtu d'un visa de circulation  
(Diplomatic/official duty/ordinary passposts for minors who are children of holders of a Special Pass issued by the Ministry of Foreign Affairs containing a travel visa).

3. List of persons participating in a school trip within the European Union.

*Note 1:*

It should be noted that acknowledgements of first-time applications for residence permits do not give entitlement to entry without a visa. In contrast, acknowledgements of requests to renew residence permits, or to amend permits are considered valid, when these are accompanied by the old permit.

*Note 2:*

The 'certificate of duty' issued at the discretion of the Ministry of Foreign Affairs does not constitute a replacement for a residence permit. Holders must also be in possession of one of the ordinary law residence permits.

#### ITALY

- Carta di soggiorno (validità illimitata)  
(Residence permit) (unlimited validity)
- Permesso di soggiorno con esclusione delle sottoelencate tipologie:  
(Residence permit with the exception of the following:)
  1. permesso di soggiorno provvisorio per richiesta asilo politico ai sensi della Convenzione di Dublino  
(provisional residence permit for political asylum seekers pursuant to the Dublin Convention)
  2. permesso di soggiorno per cure mediche  
(Residence permit for medical treatment)
  3. permesso di soggiorno per motivi di giustizia  
(Residence permit for legal reasons)
- Carta d'identità MAE — Corpo diplomatico  
(Identity card issued by the Ministry of Foreign Affairs)
  - Mod. 1 (blu) Corpo diplomatico accreditato e consorti titolari di passaporto diplomatico  
(Model 1 (blue) — Accredited members of the diplomatic corps and their spouses who hold a diplomatic passport)
  - Mod. 2 (verde) Corpo consolare titolare di passaporto diplomatico  
(Model 2 (green) — Members of the consular corps who hold a diplomatic passport)
  - Mod. 3 (arancione) Funzionari II FAO titolari di passaporto diplomatico, di servizio o ordinario  
(Model 3 (orange) — Category II FAO officials who hold a diplomatic, service or ordinary passport)

— Mod. 4 (arancione) Impiegati tecnico-amministrativi presso Rappresentanze diplomatiche titolari di passaporto di servizio  
(Model 4 (orange) — Technical and administrative staff of diplomatic representations who hold a service passport)

— Mod. 5 (arancione) Impiegati consolari titolari di passaporto di servizio  
(Model 5 (orange) — Consular staff who hold a service passport)

— Mod. 7 (grigio) Personale di servizio presso Rappresentanze diplomatiche titolare di passaporto di servizio  
(Model 7 (grey) — Domestic staff of diplomatic representations who hold a service passport)

— Mod. 8 (grigio) Personale di servizio presso Rappresentanze Consolari titolare di passaporto di servizio  
(Model 8 (grey) — Domestic staff of consular representations who hold a service passport)

— Mod. 11 (beige) Funzionari delle Organizzazioni internazionali, Consoli Onorari, impiegati locali, personale di servizio assunto all'estero e venuto al seguito, familiari Corpo Diplomatico e Organizzazioni Internazionali titolari di passaporto ordinario

(Model 11 (beige) — Officials of international organisations, honorary consuls, local employees, domestic staff recruited abroad who have followed their employer, families of members of the diplomatic corps and international organisations who hold an ordinary passport)

*Note:* Models 6 (orange) and 9 (green) for, respectively, staff of international organisations who have no immunity and foreign honorary consuls, are no longer issued and have been replaced by model 11. However, these documents remain valid until the expiry date stated on them.

— List of persons participating in a school trip within the European Union.

#### LUXEMBOURG

— Carte d'identité d'étranger  
(Alien's identity card)

— Autorisation de séjour provisoire apposée dans le passeport national  
(Provisional residence authorisation affixed in national passports)

— Carte diplomatique délivrée par le ministère des affaires étrangères  
(Diplomat's pass issued by the Ministry of Foreign Affairs)

— Titre de légitimation délivré par le ministère des affaires étrangères au personnel administratif et technique des Ambassades  
(Identity document issued by the Ministry of Foreign Affairs to embassy administrative and technical staff)

— Titre de légitimation délivré par le Ministère de la Justice au personnel des institutions et organisations internationales établies au Luxembourg  
(Identity document issued by the Ministry of Justice to the staff of international institutions and organisations based in Luxembourg)

— List of persons participating in a school trip within the European Union.

## NETHERLANDS

- Documents take the following forms:
  - Vergunning tot vestiging (Model 'A')  
(Authorisation to settle)
  - Toelating als vluchteling (Model 'B')  
(Admission document for refugees)
  - Verblijf voor onbepaalde duur (Model 'C')  
(Residence permit for an indefinite period)
  - Vergunning tot verblijf (Model 'D')  
(Residence authorisation)
  - Voorwaardelijke vergunning tot verblijf (Model 'D' bearing the mark 'voorwaardelijk' (conditional))  
(Conditional residence authorisation)
  - Verblijfskaart van een onderdaan van een lidstaat der EEG (Model 'E')  
(Residence permit for EEC nationals)
- Vergunning tot verblijf (in de vorm van een stempel in het paspoort)  
(Residence authorisation (in the form of a stamp in a passport))
- Vreemdelingendocument with the code 'A', 'B', 'C', 'D', 'E', 'F1', 'F2' or 'F3'  
(Document for aliens)
- Legitimatiebewijs voor leden van diplomatieke of consulaire posten  
(Identity document for members of diplomatic missions and consular posts)
- Legitimatiebewijs voor ambtenaren met een bijzondere status  
(Identity document for officials with a special status)
- Legitimatiebewijs voor ambtenaren van internationale organisaties  
(Identity document for officials of international organisations)
- Identiteitskaart voor leden van internationale organisaties waarvan de zetel in Nederland is gevestigd  
(Identity card for members of international organisations with which the Netherlands has concluded a headquarters agreement)
- Visum voor terugkeer  
(Return visa)
- List of persons participating in a school trip within the European Union.

*Comment on indents 1 and 2*

The issue of residence documents mentioned under indents 1 and 2 has ceased since 1 March 1994 (the issue of Model 'D' and the affixing of stamps in passports came to an end on 1 June 1994). Documents already in circulation will remain valid until 1 January 1997 at the latest.

*Comment on indent 3*

Issue of the document for aliens has been effective since 1 March 1994. This document in the form of a credit card will gradually replace the residence authorisations mentioned in indents 1 and 2. The code corresponding to the category of residence will be retained.

The document for aliens marked with code E will be issued both to EC nationals and to nationals of Contracting States to the European Economic Area Agreement.

Conditional residence authorisations are marked with codes F1, F2 or F3.

*Comment on indent 7*

List of international organisations with an office in the Netherlands whose members (including family members) hold identity papers not issued by the Ministry of Foreign Affairs

1. European Space Agency (ESA)
2. European Patent Office (EPO)
3. International Tea Promotion Association (ITPA)
4. International Service for National Agricultural Research (ISNAR)
5. Technical Centre for Agricultural and Rural Cooperation (CTA)
6. United Nations University Institute for New Technologies (UNU-INTECH)
7. African Management Services Company (AMSCO)

## AUSTRIA

- Aufenthaltstitel in Form der Vignette entsprechend der Gemeinsamen Maßnahme der Europäischen Union vom 16. Dezember 1996 zur einheitlichen Gestaltung der Aufenthaltstitel

(Residence permit in the form of a sticker in accordance with the EU Joint Action of 16 December 1996 concerning a uniform format for residence permits)

(As from 1 January 1998 residence permits have been issued and extended in this form only. The following entries are made under 'Type of Permit': Niederlassungsbewilligung (Permanent residence permit); Aufenthaltserlaubnis (Residence permit) and Befr. Aufenthaltsrecht (Temporary residence permit).

- Residence permits issued before 1 January 1998 on the basis of the validity indicated, including unlimited validity:  
(Wiedereinreise — Sichtvermerk (Re-entry visa) or Einreise — Sichtvermerk (Entry visa) issued by the Austrian authorities until 31 December 1997, and by the Representations abroad in the form of a stamp  
Gewöhnlicher Sichtvermerk (Ordinary visa) issued between 1 January 1993 and 31 December 1997 in the form of a sticker, as from 1 September 1996 in accordance with Regulation (EC) No 1683/95  
Aufenthaltsbewilligung (Residence permit) issued between 1 January 1993 and 31 December 1997, in the form of a special sticker
- Konventionsreisepass (Convention travel document) issued as of 1 January 1993
- Legitimationskarte für Träger von Privilegien und Immunitäten in den Farben rot, gelb und blau, ausgestellt vom Bundesministerium für auswärtige Angelegenheiten  
(Accreditation pass for holders of privileges and immunities in red, yellow and blue issued by the Ministry for Foreign Affairs)
- List of pupils participating in school trips within the European Union.

The following are not valid as residence permits and therefore do not entitle the holder to visa-free entry into Austria:

- Lichtbildausweis für Fremde gemäß § 85 Fremden-Gesetz 1997  
(Alien's identity card with photograph pursuant to paragraph 85 of the 1997 Aliens Act)
- Durchsetzungsaufschub und Abschiebungsaufschub nach Aufenthaltsverbot oder Ausweisung  
(Stay of execution and stay of deportation following an exclusion order or expulsion order)
- Bewilligung zur Wiedereinreise trotz bestehenden Aufenthaltsverbots, in Form eines Visums erteilt, jedoch als eine solche Bewilligung gekennzeichnet  
(Authorisation of re-entry, despite existing exclusion order, issued in the form of a visa indicating that it is an authorisation of this kind)
- Vorläufige Aufenthaltsberechtigung gemäß § 19 Asylgesetz 1997 bzw. § 7 AsylG 1991  
(Provisional residence permit pursuant to paragraph 19 of the 1997 Asylum Act or paragraph 7 of the 1991 Asylum Act)
- Befristete Aufenthaltsberechtigung gemäß § 15 Asylgesetz 1997 bzw. § 8 AsylG 1991, als Duldung des Aufenthalts trotz abgelehntem Asylantrag  
(Temporary residence permit pursuant to paragraph 15 of the 1997 Asylum Act or paragraph 8 of the 1991 Asylum Act, tolerating the stay despite the rejection of the application for asylum)

## PORTUGAL

- Cartão de identidade (emitido pelo Ministério dos Negócios Estrangeiros) (Identity card issued by the Ministry of Foreign Affairs)  
Corpo Consular, chefe de missão (Consular corps, Head of mission)
- Cartão de identidade (emitido pelo Ministério dos Negócios Estrangeiros) (Identity card issued by the Ministry of Foreign Affairs)  
Corpo Consular, funcionário de missão (Consular corps, mission official)
- Cartão de identidade (emitido pelo Ministério dos Negócios Estrangeiros)  
(Identity card issued by the Ministry of Foreign Affairs)  
Pessoal auxiliar de missão estrangeira (Auxiliary staff working in a foreign mission)
- Cartão de identidade (emitido pelo Ministério dos Negócios Estrangeiros)  
(Identity card issued by the Ministry of Foreign Affairs)  
Funcionário administrativo de missão estrangeira (Administrative officer working in a foreign mission)
- Cartão de identidade (emitido pelo Ministério dos Negócios Estrangeiros)  
Corpo Diplomático, chefe de missão  
(Diplomatic Corps, Head of mission)
- Cartão de Identidade, (emitido pelo Ministério dos Negócios Estrangeiros)  
(Identity card issued by the Ministry of Foreign Affairs)  
Corpo Diplomático, funcionário de missão (Diplomatic Corps, mission official)
- Título de residência (1 ano)  
(Residence permit — 1 year)
- Título de residência anual (1 ano)  
(Annual residence permit — 1 year)
- Título de residência anual (cor de laranja)  
(Annual residence permit — orange)
- Título de residência temporário (5 anos)  
(Temporary residence permit — 5 years)
- Título de residência vitalício  
(Residence permit valid for life)
- Cartão de residência de nacional de um Estado-membro da Comunidade Europeia  
(National residence permit of an EC Member State)
- Cartão de residência temporário  
(Temporary residence permit)
- Cartão de residência  
(Residence permit)

— Autorização de residência provisório  
(Provisional residence authorisation)

— Título de identidade de refugiado  
(Refugee identity document)

#### FINLAND

— Pysyvä oleskelulupa  
(Permanent residence permit) in the form of a sticker

— Oleskelulupa tai oleskelulupa ja työlupa  
(Temporary residence permit or temporary residence and work permit) in the form of a sticker clearly indicating the expiry date and bearing one of the following codes:

A.1, A.2, A.3, A.4, A.5

E.A.1, E.A.2, E.A.4, E.A.5 or

B.1, B.2, B.3, B.4

E.B.1, E.B.2, E.B.3, E.B.4 or

D.1 and D.2

— Oleskelulupa/Uppehållstillstånd  
(Residence permit) in the form of a card issued to citizens of the Member States of the EU or the EEA and to members of their families

— Henkilökortti A, B, C and D  
(Identity card) issued by the Ministry of Foreign Affairs to diplomatic, administrative and technical staff, including members of their families

— Oleskelulupa diplomaattileimaus tai oleskelulupa virkaleimaus  
(Residence permit) in the form of a sticker issued by the Ministry of Foreign Affairs, bearing the indication 'diplomatic' (diplomaattileimaus) or 'service' (virkaleimaus)

— List of persons participating in a school trip within the European Union.

#### SWEDEN

— Permanent residence permit in the form of a sticker bearing the words 'Sverige bevis om permanent uppehållstillstånd' (Sweden certificate of permanent residence) affixed to the passport

— Temporary residence permit in the form of a sticker bearing the words 'Sverige uppehållstillstånd' (Sweden temporary residence permit) affixed to the passport

Sweden does not issue cards/documents for diplomats, but places a stamp in their passport (see 6693/01 VISA 25 COMIX 178).

#### ICELAND

— Tímabundið atvinnu- og dvalarleyfi  
(Temporary work and residence permit)

— Dvalarleyfi með rétti til atvinnuþátttöku  
(Residence permit giving the right to work)

— Óbundið dvalarleyfi  
(Permanent residence permit)



- Leyfi til vistráðningar  
(Aupair's permit)
- Atvinnu- og dvalarleyfi námsmanns  
(Student's work and residence permit)
- Óbundið atvinnu- og dvalarleyfi  
(Permanent work and residence permit)
- Takmarkað dvalarleyfi fyrir varnarliðsmann, sbr. lög nr. 110/1951 og lög nr. 82/2000  
(Temporary residence permit for civilian or military members of the armed forces of the United States and their dependants, pursuant to Law No 110/1951 and Law No 82/2000)
- Takmarkað dvalarleyfi  
(Temporary residence permit)
- Special residence permits issued by the Ministry of Foreign Affairs:
  - Diplómatískt Persónuskilríki  
(Diplomatic identity card)
  - Persónuskilríki  
(Identity card).

#### NORWAY

- Oppholdstillatelse  
(Residence permit)
- Arbeidstillatelse  
(Work permit)
- Bosettingstillatelse  
(Settlement permit/Permanent work and residence permit).

Residence permits issued before 25 March 2000 are distinguished by the presence of stamps (not stickers) in the holders' travel documents. For foreign nationals subject to a visa requirement, these stamps are accompanied by a Norwegian visa sticker for the period of validity of the residence permit. Residence permits issued after the implementation of Schengen on 25 March 2001 will have a sticker. If a foreign national's travel document has an old stamp in it, this will remain valid until the Norwegian authorities replace the stamps with the new sticker to be affixed to the residence permit.

The above permits are not regarded as travel documents. Where a foreign national requires a travel document, one of the two documents below may be used together with the work, residence or settlement permit:

- refugee's travel document ('Reisebevis') (blue),
- immigrant's passport ('Utlendingspass') (green).

The holder of one of these travel documents is assured of authorisation to re-enter Norwegian territory during the period of validity of the document.

- EEA card  
issued to nationals of EEA Member States and members of their families who are third-country nationals. These cards are always laminated.
- Identitetskort for diplomater  
(Identity card for diplomats — red)

- Identitetskort for hjelpepersonale ved diplomatisk stasjon  
(Identity card for auxiliary staff — brown)
  - Identitetskort for administrativt og teknisk personale ved diplomatisk stasjon  
(Identity card for administrative and technical staff — blue)
  - Identitetskort for utsendte konsuler  
(Identity card for consuls — green)
  - Residence/visa sticker  
issued to holders of diplomatic, service and official passports who are subject to the visa requirement and staff of foreign missions who hold a national passport
-

## ANNEX 12

**Specimen separate sheets****INDEX**

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BELGIUM

No

## Autorisation tenant lieu de visa / Visumverklaring Authorization in lieu of a visa

Valable pour ..... (pays du Benelux)  
 Geldig voor Benelux / ..... (Beneluxland)  
 Valid for .....

Délivré le / Afgegeven op / Issued on .....

La présente autorisation est valable pour ..... mois / jours  
 Deze verklaring is geldig voor ..... maanden / dagen  
 This authorization is valid for ..... months / days

à partir du ..... / de la date de la première entrée  
 van af ..... / de datum van de eerste binnenkomst  
 from ..... / the date of first entry

Pour un / plusieurs voyage (s)  
 Voor een / meerdere reis (zen)  
 For a single / several journey (s)

Première entrée avant .....  
 Eerste binnenkomst voor .....  
 First entry before .....

Durée de séjour ininterrompu ..... mois / jours  
 Duur ononderbroken verblijf ..... maanden / dagen  
 Duration of uninterrupted stay ..... months / days

Valable seulement si elle est accompagnée du document d'identité no .....  
 Slechts geldig tezamen met identiteitspapier no .....  
 Valid only if accompanied by identity paper no .....

Délivré le / Afgegeven op / Issued on .....

au nom de .....  
 ten name van .....  
 at the name of .....

Attention ! Faites estamper cette autorisation à la frontière  
 Opgelet ! Deze verklaring aan de grens laten afstempelen  
 Attention ! This authorization is to be stamped at the frontier

Timbre  
 Zegel

Signature et sceau  
 Handtekening en stempel

**No**

**Autorisation tenant lieu de visa de transit**  
**Transitvisumverklaring**  
**Authorization in lieu of a transitvisa**

Valable pour \_\_\_\_\_ (pays du Benelux)  
Geldig voor Benelux / \_\_\_\_\_ (Beneluxland)  
Valid for \_\_\_\_\_

Délivré le / Afgegeven op / Issued on \_\_\_\_\_

La présente autorisation est valable pour un / deux transit(s)  
Deze verklaring is geldig voor een / twee doorreis(zen)  
This authorization is valid for one / two transit(s)

À effectuer avant \_\_\_\_\_  
te volbrengen voor \_\_\_\_\_  
to be completed before \_\_\_\_\_

Valable seulement si elle est accompagnée du document d'identité no \_\_\_\_\_  
Slechts geldig tezamen met identiteitspapier no \_\_\_\_\_  
Valid only if accompanied by identity paper no \_\_\_\_\_

Délivré le / Afgegeven op / Issued on \_\_\_\_\_

au nom de \_\_\_\_\_  
ten name van \_\_\_\_\_  
at the name of \_\_\_\_\_

Attention! Faites estampiller cette autorisation à la frontière  
Opgelet! Deze verklaring aan de grens laten afstempelen  
Attention! This authorization is to be stamped at the frontier

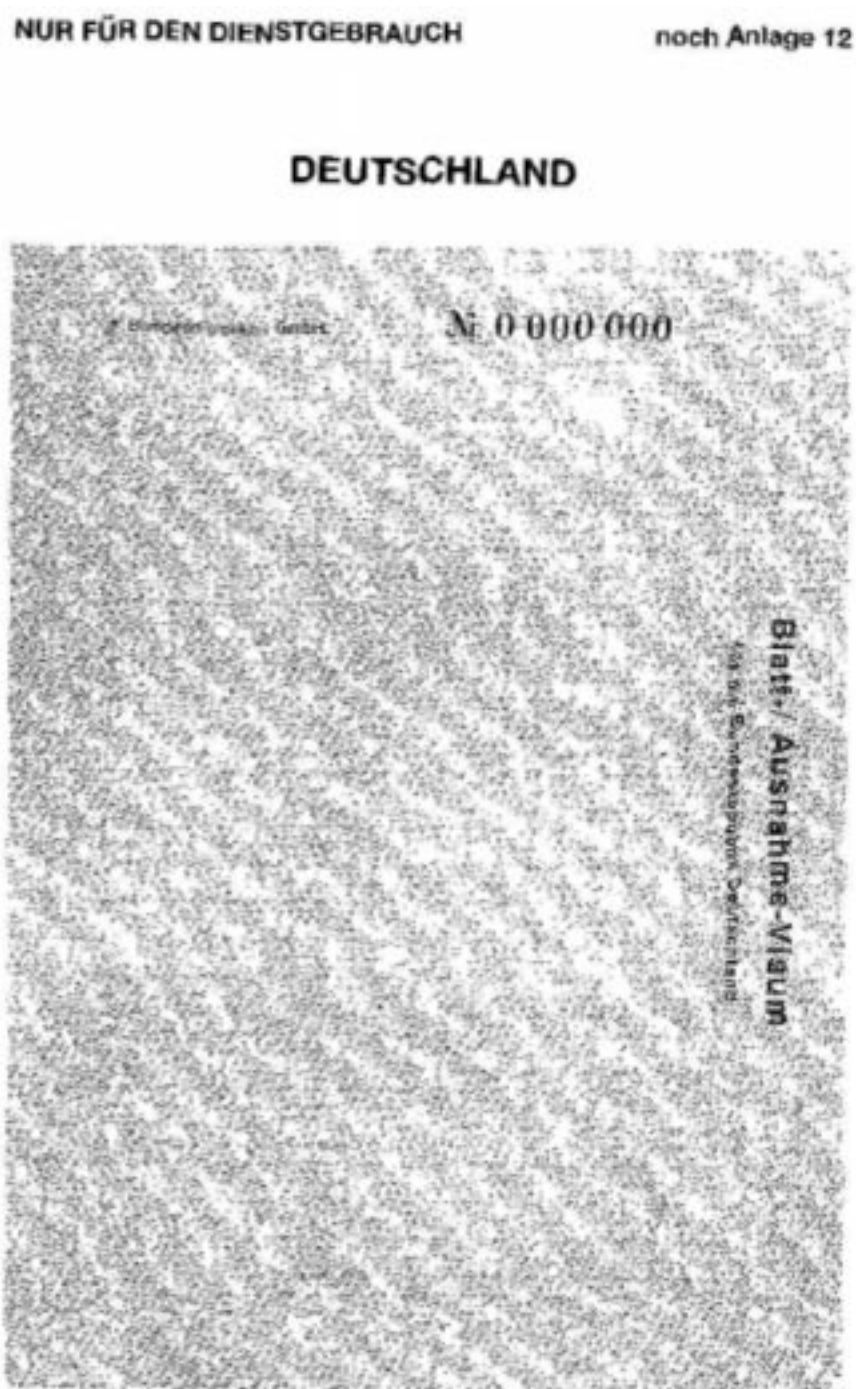
Timbre  
Zegel

Signature et sceau  
Handtekening en stempel

## DENMARK

Denmark does not use separate sheets when issuing visas. If there is not enough space to affix a visa sticker on a travel document, the applicant is asked to apply for a new passport.

## GERMANY



## GREECE

## 1. AIRPORT SECURITY SERVICE

PASSPORT OFFICE

No...

TRANSIT/NORMAL

VALID FOR ...DAYS

Affixation of stamp to the value

of GDR... to enter the

territory without a visa

Head of National Security...

DUTY OFFICER

## 2. AIRPORT SECURITY SERVICE

PASSPORT OFFICE

No...

TRANSIT/NORMAL

VALID FOR ... DAYS

Affixation of stamp to the value

of GDR..... to enter the territory without a visa

Head of National Security...

DUTY OFFICER

## SPAIN

If there is insufficient space in the travel document, the following may be used: either a laissez passer (as is the case in France) or a blank page of a passport from the issuing State, given the uniform nature of the Community passport.

FRANCE

**FRANCE**REPUBLIQUE FRANÇAISE  
MINISTÈRE DE L'INTERIEURDIRECTION GÉNÉRALE  
DE LA POLICE NATIONALEPOLICE DE L'AIR  
ET DES FRONTIÈRES

TIMBRE DU SERVICE

**SAUF-CONDUIT**

N° 09854

Délivré à (M., M<sup>me</sup>) Nom \_\_\_\_\_ Prénom \_\_\_\_\_

Né (e) le \_\_\_\_\_ à \_\_\_\_\_

Nationalité \_\_\_\_\_

Document de voyage ou d'identité produit (1) \_\_\_\_\_

Date de délivrance \_\_\_\_\_ lieu de délivrance \_\_\_\_\_

Provenance du voyageur (2) \_\_\_\_\_

Destination \_\_\_\_\_

Motif du voyage (3) \_\_\_\_\_

L'intéressé est autorisé à se rendre à \_\_\_\_\_

Durée du séjour autorisé \_\_\_\_\_

Date limite de sortie \_\_\_\_\_

OBSERVATIONS : \_\_\_\_\_

Fait à \_\_\_\_\_ le \_\_\_\_\_

NOM, GRADE ET FONCTION  
DU SIGNATAIRE :SIGNATURE  
ET  
SCAEL

IN 5 : Le présent sauf-conduit sera retenu à son dépôt à l'occasion de sa sortie de France et restitué au service qui l'a délivré, avec l'option de sortie.

- (1) : préciser la nature du document, le cas échéant.  
 (2) : pays de provenance ; coordonnées du moyen de transport utilisé.  
 (3) : thème, durée séjour, etc.



ITALY

( INTESTAZIONE DELL'UFFICIO )

LASCIAPASSARE

Numero 1 \_\_\_\_\_

Rilasciato a:  
Cognome/Surname:

Nome/Given Names:

Sesso/Sex:

Luogo di nascita/Place of Birth:

Data di nascita/Date of Birth:

Numero Documento/Document Number:

Data Scadenza Documento/Document Expiration:

Valido dal/Valid from \_\_\_\_\_ al/until \_\_\_\_\_

**Applicare  
Foto**

**APPLICARE LO  
STICKER**

Luogo e data rilascio

LUXEMBOURG

No

**Autorisation tenant lieu de visa de transit**  
**Transitvisumverklaring**  
**Authorization in lieu of a transitvisa**

Valable pour \_\_\_\_\_ (pays du Benelux)  
Geldig voor Benelux / \_\_\_\_\_ (Beneluxland)  
Valid for \_\_\_\_\_

Délivré le / Afgegeven op / Issued on \_\_\_\_\_

La présente autorisation est valable pour un / deux transit(s)  
Deze verklaring is geldig voor een / twee doorreis(zen)  
This authorization is valid for one / two transit(s)

à effectuer avant \_\_\_\_\_  
te volbrengen voor \_\_\_\_\_  
to be completed before \_\_\_\_\_

Valable seulement si elle est accompagnée du document d'identité no \_\_\_\_\_  
Slechts geldig tezamen met identiteitspapier no \_\_\_\_\_  
Valid only if accompanied by identity paper no \_\_\_\_\_

Délivré le / Afgegeven op / Issued on \_\_\_\_\_


au nom de \_\_\_\_\_  
ten name van \_\_\_\_\_  
at the name of \_\_\_\_\_

Attention! Faites estampiller cette autorisation à la frontière  
Opgelet! Deze verklaring aan de grens laten afstempelen  
Attention! This authorization is to be stamped at the frontier


Timbre  
Zegel

Signature et sceau  
Handtekening en stempel

Grand-Duché de Luxembourg



**AUTORISATION TENANT LIEU DE VISA  
VISUMVERKLARING  
AUTHORIZATION IN LIEU OF VISA**




Délivrée le / Afgegeven op / Issued on ..... par / door / by .....

Valable du / Geldig van / Valid from ..... jusqu'au / tot / until .....

Au nom de / Op naam van / At the name of ..... (nom / voornaam / first name) .....

Nationalité / Nationaliteit / Nationality ..... le / op / on .....

Adresse / Adres / Address .....

 photo

Valable seulement si elle est accompagnée du document d'identité no .....  
Slechts geldig zesamen met het identiteitsdocument nr. ....  
Valid only if accompanied by the identity document nr. ....

Délivré le / Afgegeven op / Issued on .....

Valable du / Geldig van / Valid from ..... au / tot / until .....

NETHERLANDS

No

**Autorisation tenant lieu de visa / Visumverklaring  
Authorization in lieu of a visa**

Valable pour \_\_\_\_\_ (pays du Benelux)  
Geldig voor Benelux / \_\_\_\_\_ (Beneluxland)  
Valid for \_\_\_\_\_

Délivré le / Afgegeven op / Issued on \_\_\_\_\_

La présente autorisation est valable pour \_\_\_\_\_ mois / jours  
Deze verklaring is geldig voor \_\_\_\_\_ maanden / dagen  
This authorization is valid for \_\_\_\_\_ months / days

à partir du \_\_\_\_\_ / de la date de la première entrée  
van af \_\_\_\_\_ / de datum van de eerste binnenkomst  
from \_\_\_\_\_ / the date of first entry

Pour un / plusieurs voyage (s)  
Voor een / meerdere reis (zen)  
For a single / several journey (s)

Première entrée avant \_\_\_\_\_  
Eerste binnenkomst voor \_\_\_\_\_  
First entry before \_\_\_\_\_

Durée de séjour ininterrompu \_\_\_\_\_ mois / jours  
Duur ononderbroken verblijf \_\_\_\_\_ maanden / dagen  
Duration of uninterrupted stay \_\_\_\_\_ months / days

Valable seulement si elle est accompagnée du document d'identité no \_\_\_\_\_  
Slechts geldig tezamen met identiteitspapier no \_\_\_\_\_  
Valid only if accompanied by identity paper no \_\_\_\_\_

Délivré le / Afgegeven op / Issued on \_\_\_\_\_

au nom de \_\_\_\_\_  
ten name van \_\_\_\_\_  
at the name of \_\_\_\_\_

Attention ! Faites estampiller cette autorisation à la frontière  
Opgelet ! Deze verklaring aan de grens laten afstempelen  
Attention ! This authorization is to be stamped at the frontier

Timbre  
Zegel

Signature et sceau  
Handtekening en stempel

No

**Autorisation tenant lieu de visa de transit**  
**Transitvisumverklaring**  
**Authorization in lieu of a transitvisa**

Valable pour

Geldig voor Benelux /

Valid for

(pays du Benelux)  
(Beneluxland)

Délivré le / Afgegeven op / Issued on

La présente autorisation est valable pour un / deux transit(s)

Deze verklaring is geldig voor een / twee doorreis(zen)

This authorization is valid for one / two transit(s)

à effectuer avant

te volbrengen voor

to be completed before

Valable seulement si elle est accompagnée du document d'identité no

Slechts geldig tezamen met identiteitspapier no

Valid only if accompanied by identity paper no

Délivré le / Afgegeven op / Issued on

au nom de

ten name van

at the name of

Attention! Faites estampiller cette autorisation à la frontière

Opgelet! Deze verklaring aan de grens laten afstempelen

Attention! This authorization is to be stamped at the frontier

Timbre  
Zegel

Signature et sceau  
Handtekening en stempel

N° :

**Autorisation de séjour provisoire / Machtiging tot voorlopig verblijf**  
**Authorization for provisional sojourn**

Délivré le / Afgegeven op / Issued on .....

Valable pour entrer dans

Geldig voor binnenkomst in Benelux / .....

(pays du Benelux / Beneluxland)

Valid for entry in

en vue de se rendre en/au(x)

ten einde zich te begeven naar .....

(pays de destination / land van bestemming)

in order to proceed to

Entrée avant

Binnenkomst voor

Entry before

Se présenter à

Zich melden bij

Report to

Dans les

Binnen

Within

jours suivant l'entrée

dagen na binnenkomst

days after arrival

**Attention! Faites estampiller votre passeport à la frontière****Opgelet! Paspoort aan de grens laten afstempelen****Attention! Passport to be stamped at the frontier**Timbre  
ZegelSignature et sceau  
Handtekening en stempel

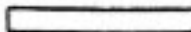
AUSTRIA

Such documents do not exist in Austria.

PORTUGAL

**PORTUGAL****MINISTÉRIO DA ADMINISTRAÇÃO INTERNA**  
**SERVIÇO DE ESTRANGEIROS E FRONTEIRAS**

PF

APELLIDO: \_\_\_\_\_  
Name/NameNOME PRÓPRIO \_\_\_\_\_  
Given name/PrénomeDATA DE NASCIMENTO: \_\_\_\_\_  
Date of birth/Data de nascimentoNACIONALIDADE: \_\_\_\_\_  
Nationality/NacionalidadePASSAPORTE N.º: \_\_\_\_\_ AUTORIDADE EMISSORA: \_\_\_\_\_  
Passport/Passaporte Issuing authority/Autoridade de emissãoLOCAL DE EMISSÃO: \_\_\_\_\_  
Issued at/Local de emissãoDATA DE EMISSÃO: \_\_\_\_\_ VÁLIDO ATÉ: \_\_\_\_\_  
Issued on/Date de délivrance Date of expiry/Data d'expiration

<b>VISTO</b>
--------------

DATA: \_\_\_\_\_  
Date/DateASSINATURA: \_\_\_\_\_  
Signature/Assinatura

## FINLAND

Such documents do not exist in Finland.

## SWEDEN

Sweden does not use separate sheets for affixing visa stickers.

## ICELAND

Such documents are not used in Iceland.

## NORWAY

Such documents are not used in Norway.

---



## ANNEX 13

**Specimen cards issued by the Ministry of Foreign Affairs****INDEX**

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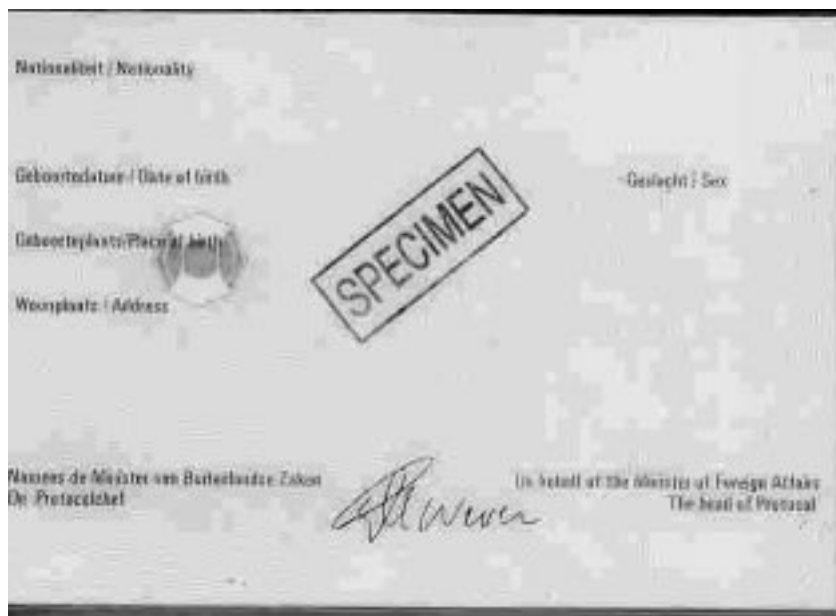
BELGIUM

Specimen I — colour: yellow




Front



Back



BELGIQUE	BELGIE	BELGIEN	BELGIUM
Carte d'identité Diplomatique	Diplomatische Identiteitskaart	Diplomatischer Personalausweis	Diplomatic Identity Card
Nom/Name:			
Prénoms/Given Names:			
Qualité/Position:			
Signature:			
			
N° Carte d'Identité/Identity Card No.    Délivrance/Issued on    Valable jusqu'à/Valid until    N° Dossier - File No.			
D 009621			

Nationalité / Nationality	
Date de Naissance / Date of birth	Sexe / Sex
Lieu de Naissance / Place of birth	
Adresse / Address	
 	
Pour le Ministre des Affaires Étrangères Le chef du Protocole	On behalf of the Minister of Foreign Affairs The head of Protocol
	

BELGIEN	BELGIE	BELGIQUE	BELGIUM
Diplomatischer Personalausweis	Diplomatieke Identiteitskaart	Carte d'identité Diplomatique	Diplomatic Identity Card
Nom/Naam:			
Voornaam/First names:			
Beroepsnaam/Position:			
Onderschrift:			
Nr. Personalausweis / Identity card No.    Afgegeven/Issued on    Geldig tot / Valid until    Aktenr. / File No.			
D 009602			

Nationaliteit / Nationality		
Gefortstakun / Date of birth		Geslacht / Sex
Geburtsort / Place of birth		
Adresse / Address		
In Namen des Auswärtigenministers Der Protokollchef		On behalf of the Minister of Foreign Affairs The head of Protocol

**Specimen II — colour: green***Front**Back*

BELGIQUE	BELGIE	BELGIEN	BELGIUM
Carte d'identité Consulaire	Consulaire Identiteitskaart	Konsularer Personalausweis	Consular Identity Card
Nom/Name:			
Prénoms/Given Names:			
Date de Naissance:			
Signature:			
N° Carte d'identité/Identity Card No.    Validité la/valid until    N° Dossier   File No.			
C 000534			

Nationalité / Nationality:	
Date de Naissance / Date of birth:	Sexe / Sex:
Lieu de Naissance / Place of birth:	
Adresse / Address:	
Pour le Ministre des Affaires Étrangères Le chef de Protocole	
On behalf of the Minister of Foreign Affairs The head of Protocol	

BELGIEN	BELGIE	BELGIQUE	BELGIUM
Konsularer Personalausweis	Consulaire Identiteitskaart	Carte d'identité Consulaire	Consular Identity Card
Name/Naam:			
Forenames/Diets:naams:			
Residence/Residence:			
Signature:			
Nr. Personalausweis / Identity card No.    Issued on / Issued on    Validity / Validity    Akten Nr. / File No.			
c 000520			

Nationalität / Nationality	
Geburtsdatum / Date of birth	Geschlecht / Sex
Geburtsort / Place of birth	
Adresse / Address	
In Namen des Auswärtigenministers Der Protokollchef	
On behalf of the Minister of Foreign Affairs The head of Protocol	

**Specimen III — colour: blue**

Front

BELGIE	BELGIQUE	BELGIEN	BELGIUM
Bijzondere Identiteitskaart	Carte d'identité Spéciale	Besonderer Personalausweis	Special Identity Card
Nom/Naam:			
Tussennamen/Overnames:			
Het Gezinslid/Familienummer:			
Handtekening:			
<div style="display: flex; justify-content: space-between;"> <span>Nr. kaart/steekkaart / Monthly card No.</span> <span>Afgeleverd op / Issued on</span> <span>Geldig tot / Valid until</span> <span>Dossier nr. / File No.</span> </div>			
P 034930			

Back

Nationalité / Nationality		
Date de Naissance / Date of birth		Sexe / Sex
Lieu de Naissance / Place of birth		
Adresse / Address		
Pour le Ministre des Affaires Étrangères le chef de Protocole		On behalf of the Minister of Foreign Affairs (the head of Protocol)



BELGIQUE Carte d'identité Spéciale	BELGIE Bijzondere Identiteitskaart	BELGIEN Besonderer Personalausweis	BELGIUM Special Identity Card
Nom/Naam:			
Prénoms/Geen Naam:			
Diplôme/Pas de diplôme:			
Signature:			
<div style="display: flex; justify-content: space-between;"> <span>N° Carte d'Identité/Identity Card No.</span> <span>Délivré le/Issued on:</span> <span>Valable jusqu'à/Valid until:</span> <span>N° Dossier / File No.</span> </div>			
P 034926			

Nationalité / Nationality:	
Date de Naissance / Date of birth:	Sexe / Sex:
Lieu de Naissance / Place of birth:	
Adresse / Address:	
<div style="display: flex; justify-content: space-between;"> <div> <p>Pour le Ministre des Affaires Étrangères Le chef du Protocole</p> <p><i>[Signature]</i></p> </div> <div> <p>On behalf of the Minister of Foreign Affairs The head of Protocol</p> </div> </div>	

BELGIEN	BELGIE	BELGIQUE	BELGIUM
Besonderer Personalausweis	Bijzondere Identiteitskaart	Carte d'identité Spéciale	Special Identity Card
Name / Naam / Nom / Name			
Vernummering / Nummer / Numéro / Number			
Betreffende Partij / Betreffende Partij / Partij / Party			
Handtekening / Handtekening / Signature / Signature			
Nr. Personalbeweis / Identity card No.    Aangesteld aan / Issued as    Geldig tot / Valid until    Akten Nr. / File No.			
P 034912			

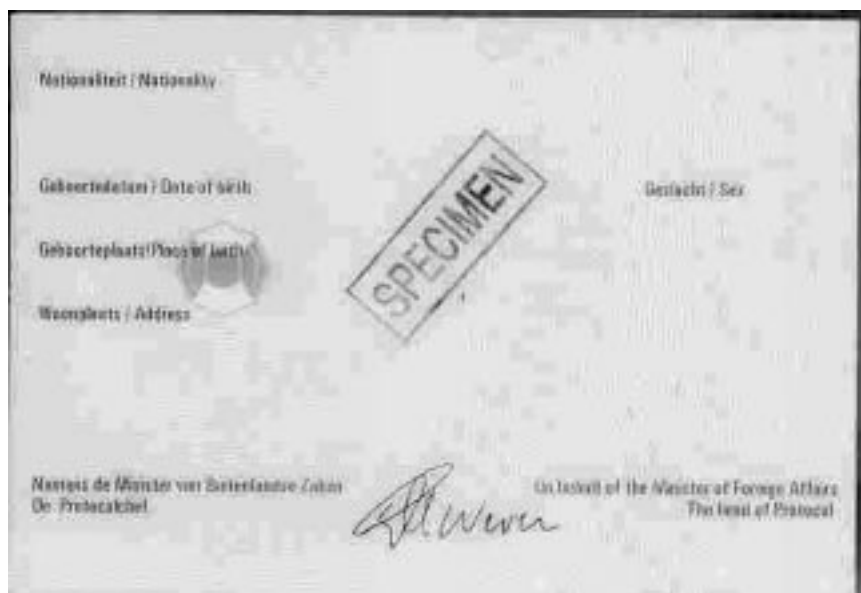
Nationaliteit / Nationality	
Geboortedatum / Date of birth	Geslacht / Sex
Geboortestreek / Place of birth	
Adres / Address	
In Namen des Auswärtigen Ministers Der Ministerpräsident	
On behalf of the Minister of Foreign Affairs The head of Protocol	

**Specimen IV — colour: red**

Front



Back



BELGIQUE	BELGIE	BELGIEN	BELGIUM
Carte d'identité Spéciale	Bijzondere Identiteitskaart	Besonderer Personalausweis	Special Identity Card
Nom/Name			
Prénoms/Given Names			
Date de Naissance			
Signature			
N° Carte d'Identité/Identity Card No.    Délivré le /Issued on:    Valable jusqu'à/Valid until    N° Dossier / File No.			
s 009121			

Nationalité / Nationality	
Date de Naissance / Date of birth	Sexe / Sex
Lieu de Naissance / Place of birth	
Adresse / Address	
Pour le Ministre des Affaires Étrangères Le chef de Protocole	
On behalf of the Minister of Foreign Affairs The head of Protocol	

BELGIEN	BELGIE	BELGIQUE	BELGIUM
Besonderer Personalausweis	Bijzondere Identiteitskaart	Carte d'identité Spéciale	Special Identity Card
Name/Namē:			
Vestuvimo/Vestuvimo:			
Gereschtes/Poutraw:			
Unterschrift:			
Nr. Personalausweis / Identity card No.    Ausgestellt und issued on    Gültig bis / Valid until    Akten Nr. / File No.			
S 009134			

Nationalität / Nationality		
Geburtsdatum / Date of birth		Geschlecht / Sex
Geburtsort / Place of birth		
Adresse / Address		
Im Namen des Außenministers Der Protokollchef		On behalf of the Minister of Foreign Affairs The head of Protocol

**KIND VAN BEVOORRECHT VREEMDELING**

---

**Naam**

---

**Voornamen**

---

**Geboorteplaats en -datum**

---

**Nationaliteit**

---

**Ingeschreven te**

Afgegeven te Brussel, op het Ministerie van  
Buitenlandse Zaken, Buitenlandse Handel en  
Ontwikkelingssamenwerking.

op .....

De Protocolchef,

**ENFANT D'ETRANGER PRIVILEGIE**

---

**Nom**

---

**Prénoms**

---

**Lieu et date de naissance**

---

**Nationalité**

---

**Inscrit(e) à**

Délivré à Bruxelles, au Ministère des Affaires  
étrangères, du Commerce extérieur et de la  
Coopération au Développement.

le .....

Le chef du Protocole,

**KIND EINES BEVORRECHTIGTEN AUSLÄNDERS**

---

**Name**

---

**Vornamen**

---

**Geburtsort und Geburtsdatum**

---

**Staatsangehörigkeit**

---

**Eingetragen in**

Ausgestellt in Brüssel im Ministerium für  
Auswärtige Angelegenheiten, Außenhandel  
und Entwicklungszusammenarbeit.

den .....

Der Chef des Protokolls,

## DENMARK

**Stickers**

- Sticker E (pink/white sticker) Diplomatsk visering/Diplomatic residence permit – issued to accredited diplomats and their family members, and to staff of international organisations in Denmark of equivalent rank. Valid for stay and multiple entries, so long as the individual remains diplomatically accredited in Copenhagen.



- Sticker F (pink/white sticker). Opholdstilladelse/Residence permit — issued to technical/administrative staff in post and to their family members, and to diplomats' household staff holding service passports from the Ministry of Foreign Affairs of the country of origin. Also issued to staff of international organisations in Denmark of equivalent rank. Valid for stay and multiple entries, for as long as the posting lasts.



- Sticker S (pink/white sticker)(combined with sticker E or F). Residence permit for accompanying close relatives if included in the passport.

DANMARK/  
DENMARK

MEDFØLGENDE SLÆGTNINGE/  
ACCOMPANYING RELATIVES

GÆLDER IKKE FOR INDREJSE I FÆRØERNE OG GRØNLAND  
NOT VALID FOR ENTRY INTO FAROE ISLANDS AND GREENLAND

**S**

ENTERA \_\_\_\_\_ PASAPORT NO. \_\_\_\_\_

GÆLDER FOR FØLGENDE I PASSEJ OPTAGNE PERSONER  
VALID FOR THE FOLLOWING PERSONS LISTED IN THE PASSPORT

PERSONS	DATE OF BIRTH
_____	_____
_____	_____
_____	_____
_____	_____

CHIPS DATE \_\_\_\_\_ STAMP OR UNCHIPPED STAMP AND SIGNATURE \_\_\_\_\_

*SPECIMEN*



### Identity cards

#### — Red cards

R-nr. = identity card number

D-nr. = diplomat's identity number

I-nr. = identity number for the highest ranking officials of international organisations



#### — Green cards

G-nr. = identity card number

T-nr. = identity number for the technical/administrative staff of an Embassy

I-nr. = identity number for the technical/administrative staff of an international organisation



## — White cards

H-nr. = identity card number

L-nr. = identity number for locally employed staff at Embassies

I-nr. = identity number for locally employed staff of international organisations

S-nr. = identity number for service staff (drivers, household staff, etc.)



It should be noted that the identity cards issued by the Ministry of Foreign Affairs to foreign diplomats, technical/administrative staff, domestic staff, etc., do not give entitlement to entry without a visa, since these identity cards are not proof of possession of a Danish residence permit.

## GERMANY

**Identity cards issued to members of diplomatic and consular authorities and international organisations**

1. The Ministry of Foreign Affairs (protocol section) issues the following identity cards to diplomatic staff on request:

- (a) *red diplomatic identity cards*

These identity cards are issued to diplomats and family members making up their respective households;



(b) *blue identity cards*

These identity cards are issued to technical and administrative staff and departmental staff at diplomatic missions and family members making up their respective households;



(c) *green identity cards*

These identity cards are issued to private domestic staff of staff working at diplomatic missions, provided that they do not have their permanent residence in the Federal Republic of Germany;



(d) *yellow identity cards*

These identity cards are issued to staff working at diplomatic missions who have their permanent residence in the Federal Republic of Germany and family members making up their respective households, provided that they do not hold German nationality within the meaning of the Basic Law (Grundgesetz). Yellow identity cards are also issued to persons who entered the Federal Republic of Germany in possession of a valid visa to work at a diplomatic mission and who were not accredited by their government;



2. The Ministry of Foreign Affairs (protocol section) also issues the following documents on request:

(a) *pink identity cards*

These identity cards are issued to staff without privileges of the Russian Federation's trade representation and of the trade departments of the Czech and Slovak embassies as well as family members making up their respective households;



(b) *special dark red identity cards*

These identity cards are issued to foreign employees of representations of international and supranational organisations and institutions, as well as intergovernmental organisations, working permanently in Germany and family members making up their respective households who are foreign nationals.





3. The competent authorities at *Länder* level issue the following documents on request:

- (a) *white identity cards*

These identity cards are issued to staff of the consular corps, consular staff and family members making up their respective households;



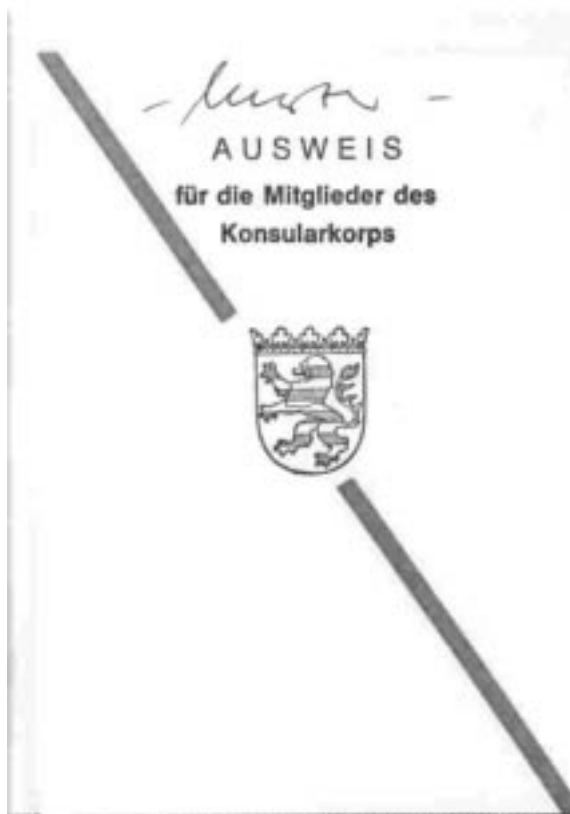
(b) *grey identity cards*

These identity cards are issued to other employees and family members making up their respective households;



(c) *white identity cards crossed with green lines*

These identity cards are issued to honorary consular officials;



(d) *yellow identity cards*

These identity cards are intended for members of consular representations (local staff) who have their permanent residence in the Federal Republic of Germany and family members making up their respective households, provided that these persons do not hold German nationality within the meaning of the Basic Law (Grundgesetz);



(e) *green identity cards*

These identity cards are issued to private domestic staff of accredited consular officials, provided that they do not have their permanent residence in the Federal Republic of Germany.



Given that the abovementioned categories of persons do not have their permanent residence in the Federal Republic of Germany, to enter German territory they must be in possession of a valid residence permit in the form of a visa authorising them solely to work for an accredited consular official. A residence permit is issued solely on this basis and for a duration of one year. It can be extended several times, but may not exceed the duration of the employer's assignment. When the residence permit expires, the private domestic employee must leave the country and may not change employers without having lodged a new request abroad.

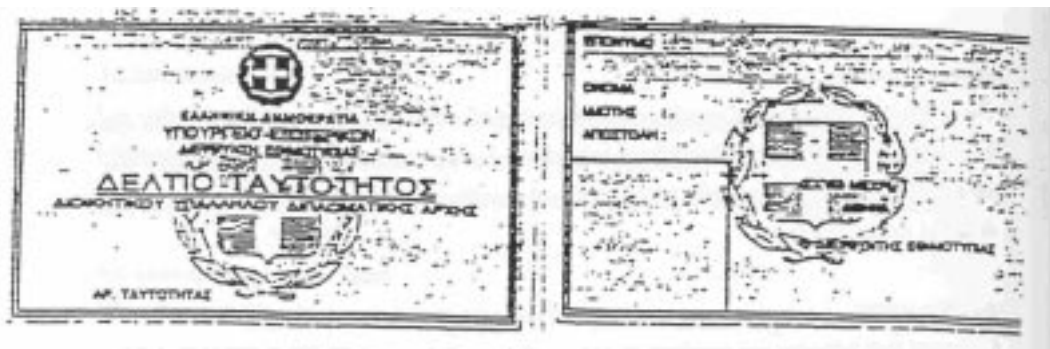
New residence permits in card format (identity card format) issued by the Ministry of Foreign Affairs:

- Diplomatenausweis (diplomatic identity card) and – Diplomatenausweis Art. 38 WÜD (diplomatic identity card pursuant to Article 38 of the Vienna Convention on Diplomatic Relations)
  - These documents are equivalent to the old red diplomat's passes and bear the letter 'D' on the back.
- Protokollausweis für Verwaltungspersonal (protocol pass for administrative staff)
  - This document is equivalent to the old blue pass for seconded members of the administrative and technical staff of the missions and bears the letters 'VB' on the back.
- Protokollausweis für dienstliches Hauspersonal (protocol pass for service staff)
  - This document is equivalent to the old blue pass for seconded members of the service staff of the missions and bears the letters 'DP' on the back.
- Protokollausweis für Ortskräfte (protocol pass for local staff)
  - This document is equivalent to the old yellow pass for locally hired employees of the missions and bears the letters 'OK' on the back.
- Protokollausweis für privates Hauspersonal (protocol pass for private domestic staff)
  - This document is equivalent to the old green pass for private domestic staff of seconded members of the missions and bears the letters 'PP' on the back.
- Sonderausweis für Mitarbeiter internationaler Organisationen (Special card issued to members of staff of international organisations)
  - This document is equivalent to the old dark red special pass for members of staff of international organisations and bears the letters 'IO' on the back.

The respective privileges are indicated on the back of the pass.

GREECE

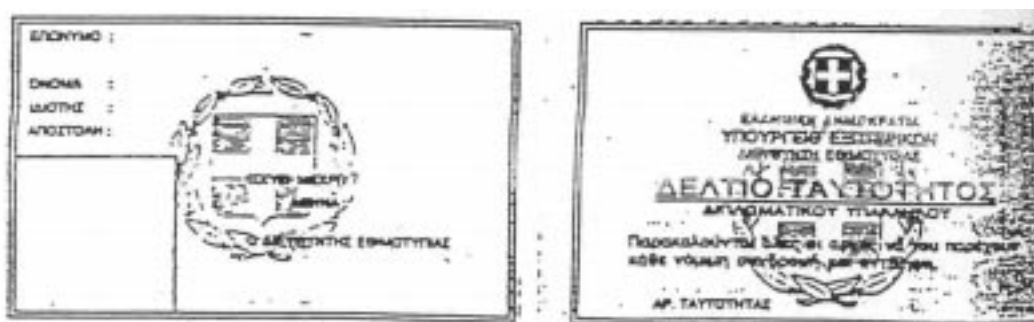
Administrative staff



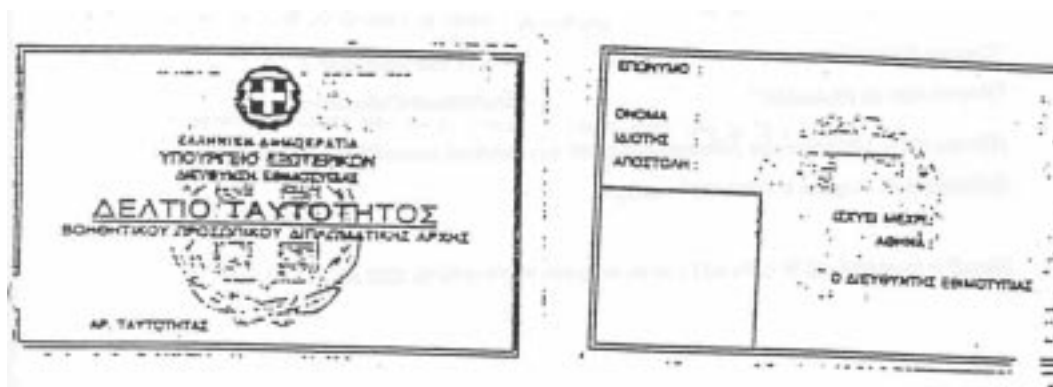
Consular staff



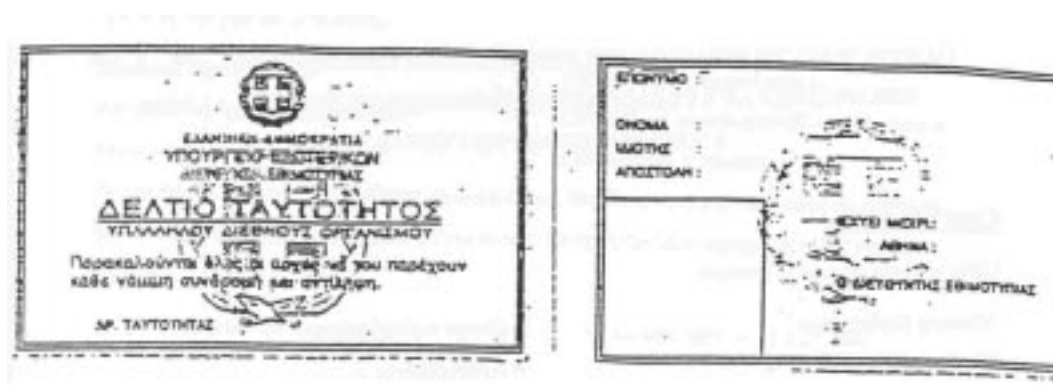
Diplomatic staff



## Staff of international organisations



## Service staff





SPAIN

**Passes issued by the Ministry of Foreign Affairs to persons accredited in Spain to embassies and consulates**

*Pass 1 (red)*

Special pass with the following inscription

*'Cuerpo diplomático'*

'Diplomatic Corps'

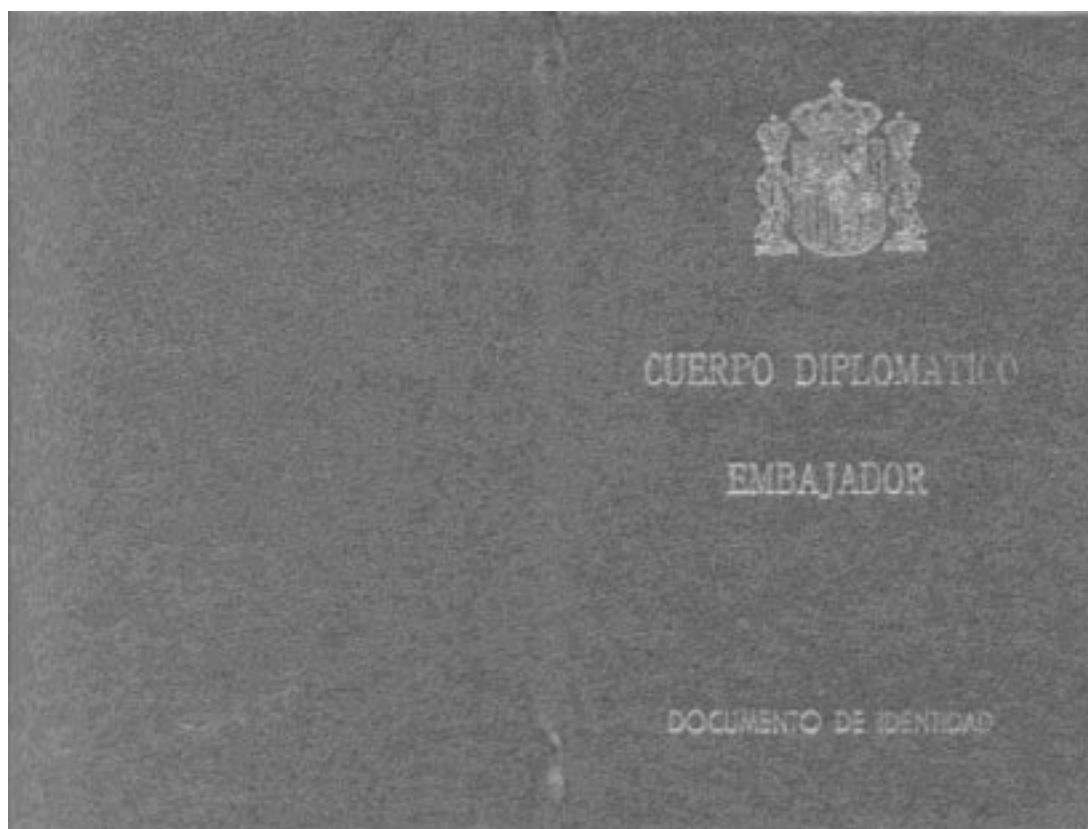
*'Embajador'*

'Ambassador'

*'Documento de identidad'*

'Identity Document'

issued by the Ministry of Foreign Affairs to all ambassadors accredited to the Kingdom of Spain.



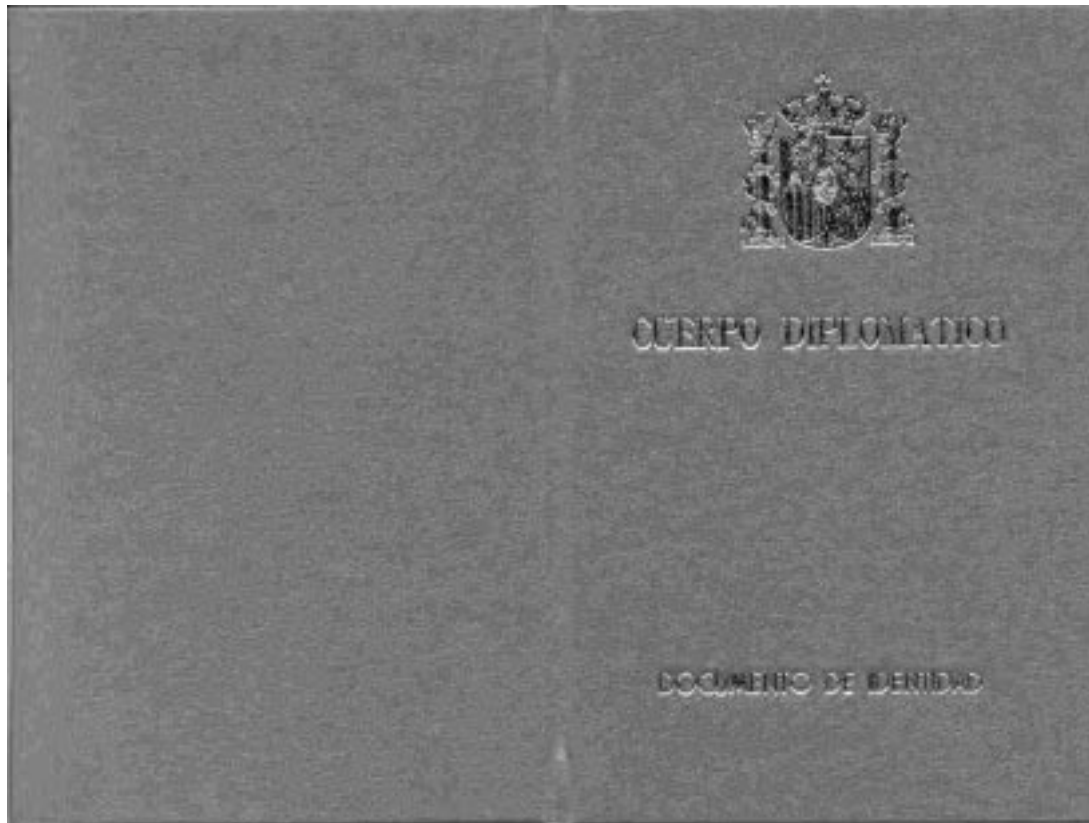
*Passes 2 and 3 (red)*

Special passes with the following inscription

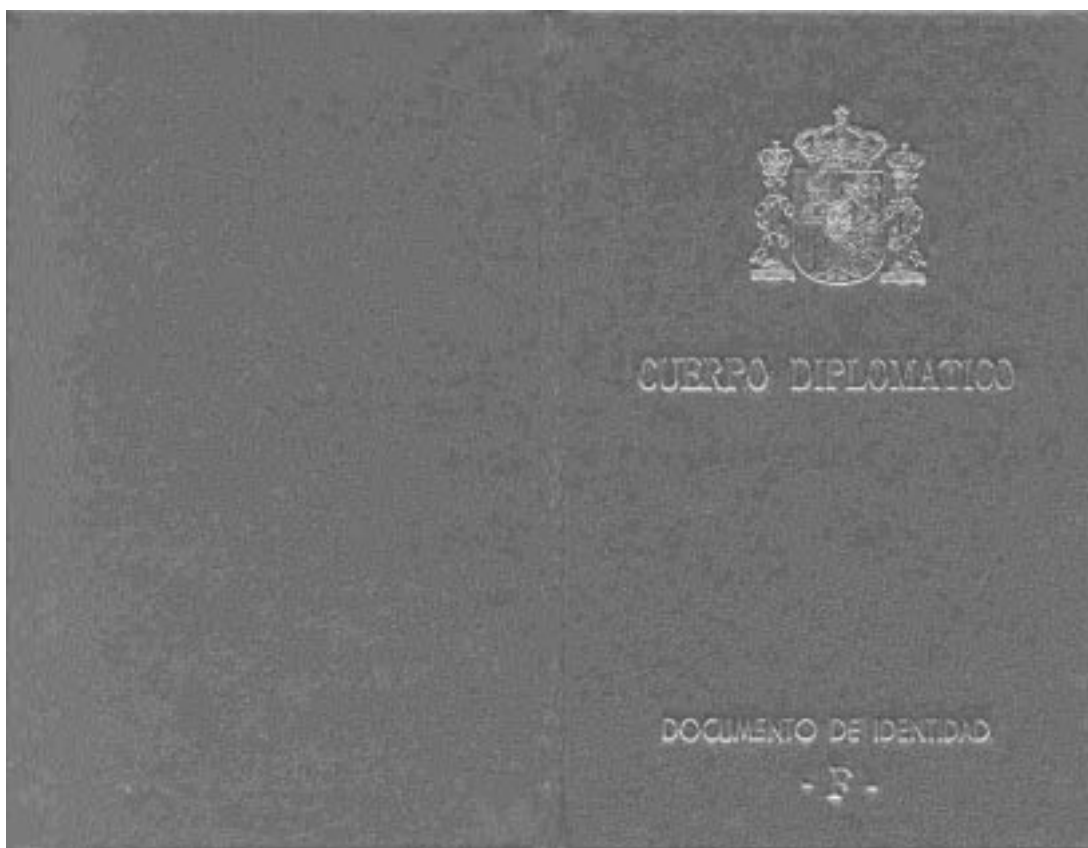
'Cuerpo diplomático' (Diplomatic Corps)

'Documento de identidad' (Identity Document)

issued by the Ministry of Foreign Affairs to staff accredited to all diplomatic missions who have diplomatic status.



The indication 'F' is included on the pass of the spouse and children aged between 12 and 23.

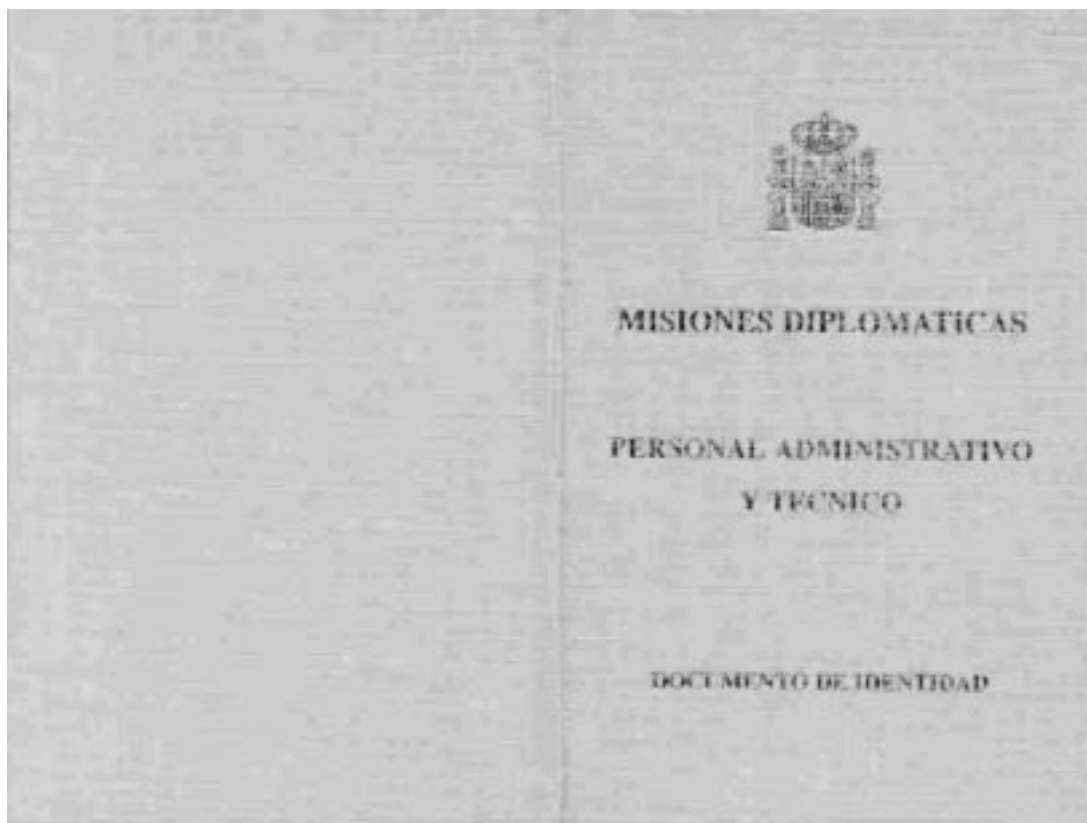


Passes 4 and 5 (yellow)

Special passes with the following inscription

'Misiones diplomáticas'	(Diplomatic Missions)
'Personal administrativo y técnico'	(Administrative and Technical Staff)
'Documento de identidad'	(Identity Document)

issued by the Ministry of Foreign Affairs to administrative officials in all accredited diplomatic missions, excluding Spanish nationals and ordinary residents.



The indication 'F' is included on the pass of the spouse and children aged between 12 and 23.

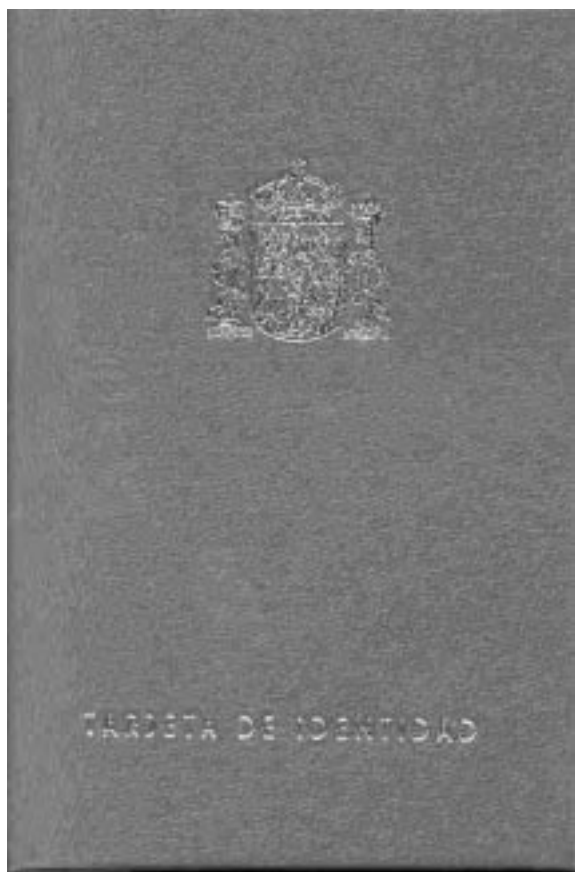


*Passes 6 and 7 (red)*

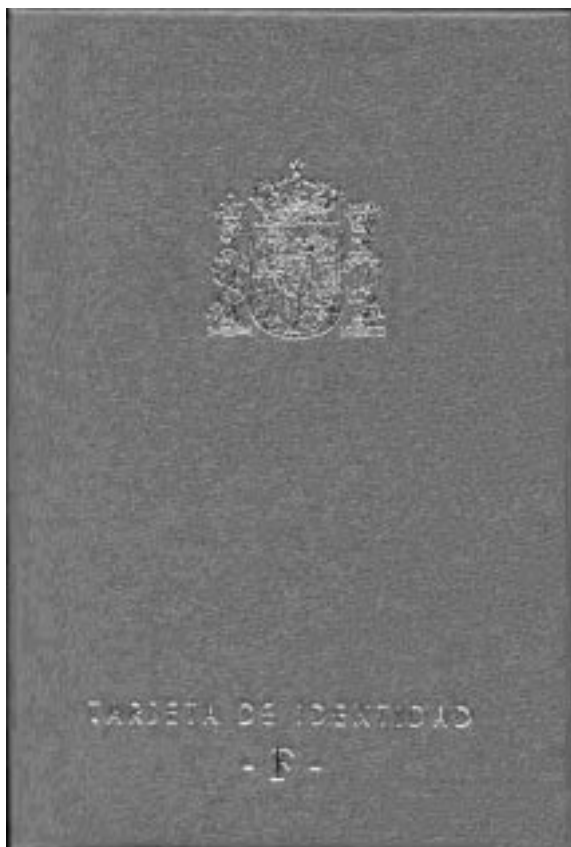
Special passes with the following inscription

*'Tarjeta de identidad'* (Identity Document)

issued by the Ministry of Foreign Affairs to accredited staff with certain privileges in the Office of the Palestinian General Mission.



The indication 'F' is included on the pass of the spouse and children aged between 12 and 23.

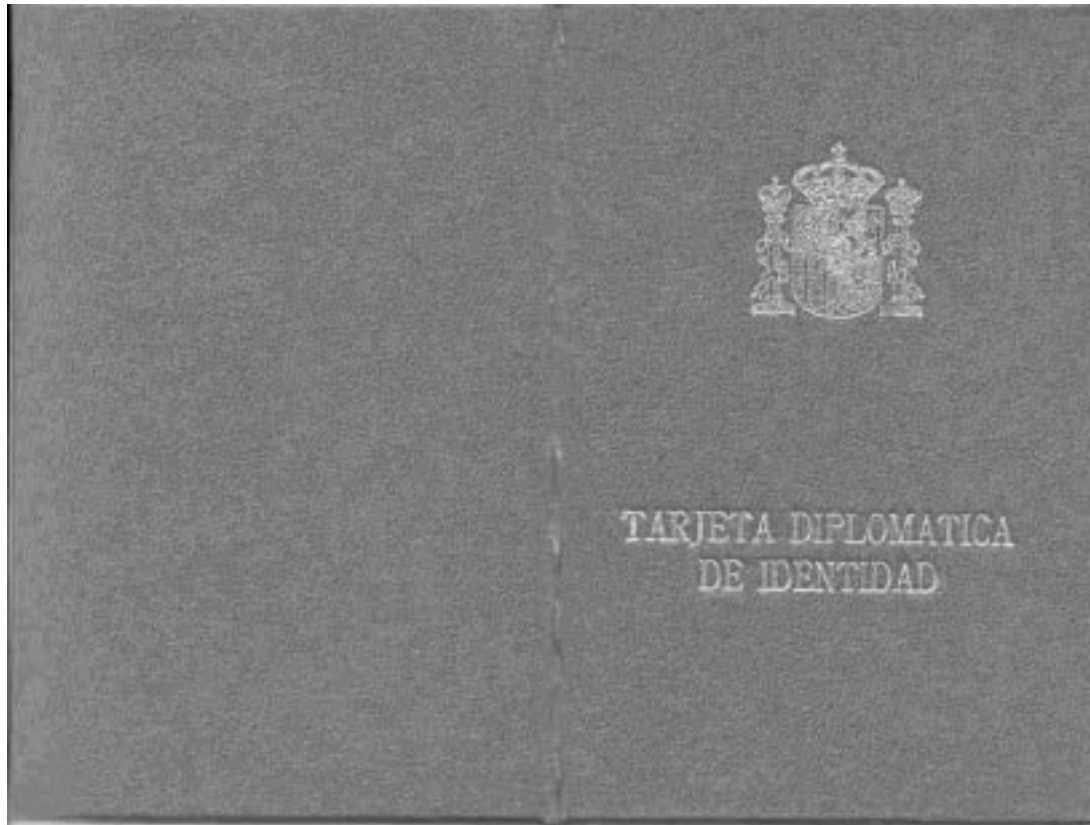


Passes 8 and 9 (red)

Special passes with the following inscription

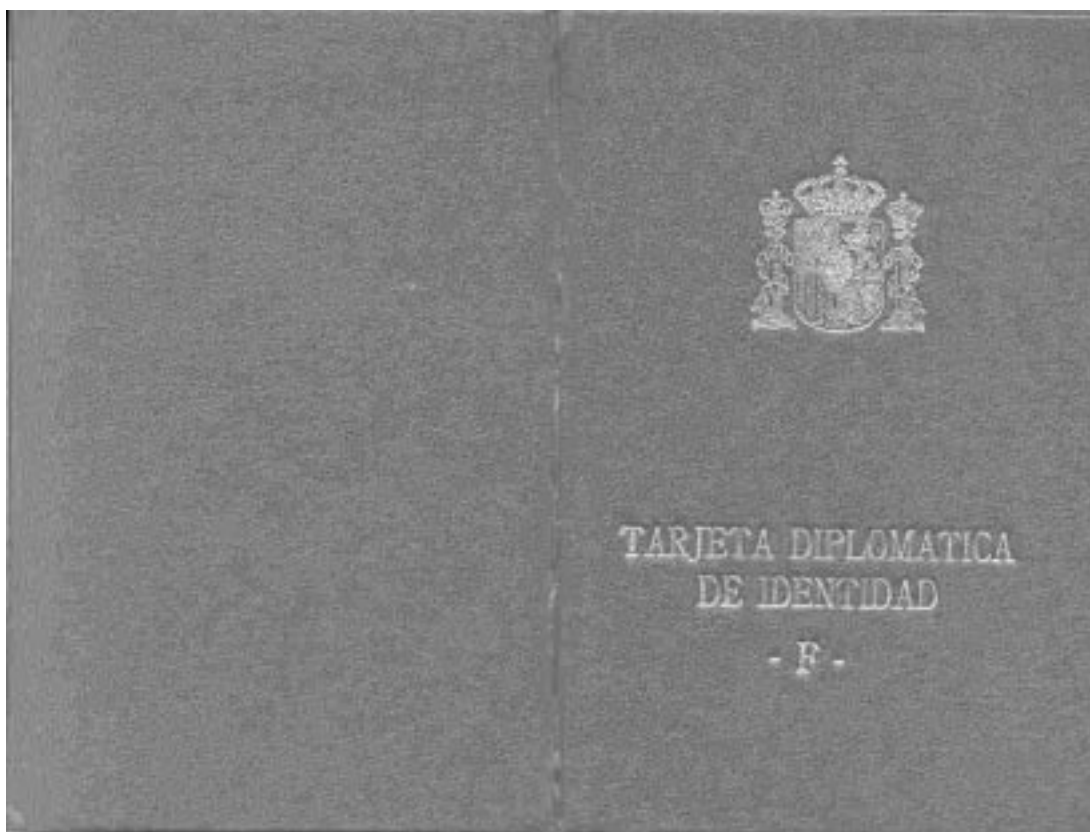
*'Tarjeta diplomática de identidad'* (Diplomatic Identity Pass)

issued by the Ministry of Foreign Affairs to staff who have diplomatic status at the Office of the League of Arab Nations.





The indication 'F' is included on the pass of the spouse and children aged between 12 and 23.



Passes 10 and 11 (red)

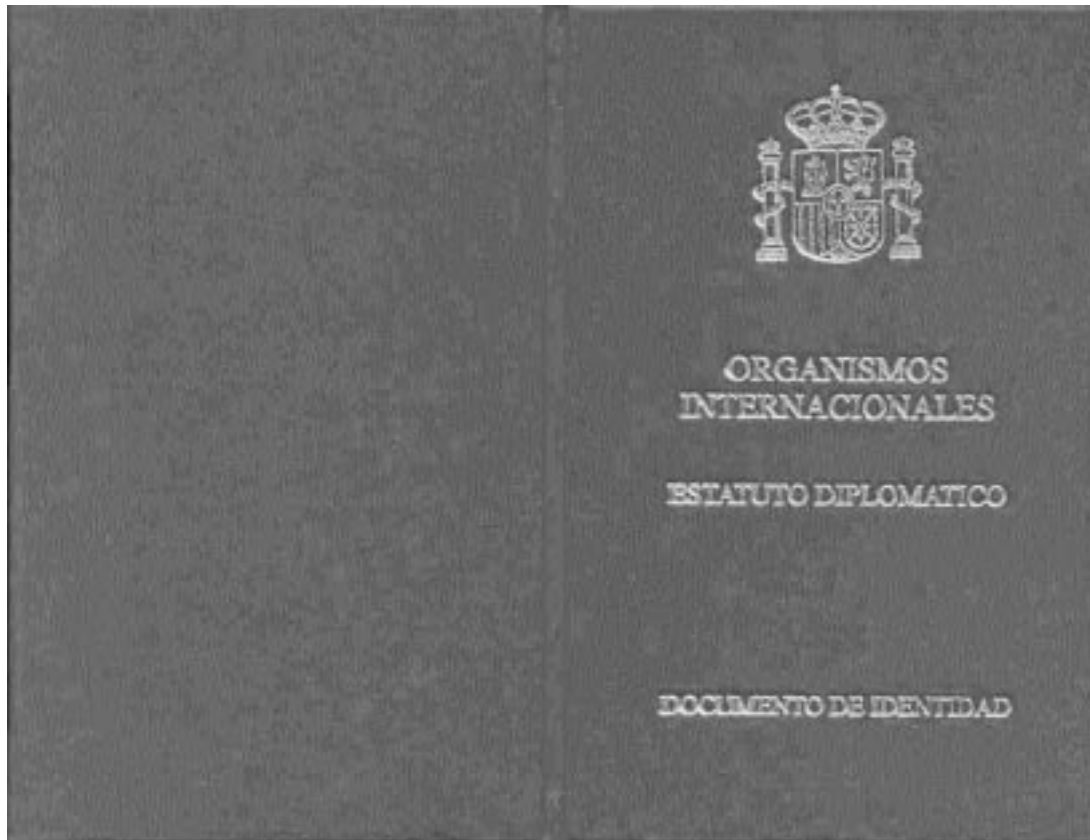
Special passes with the following inscription

'Organismos internacionales' (International Organisations)

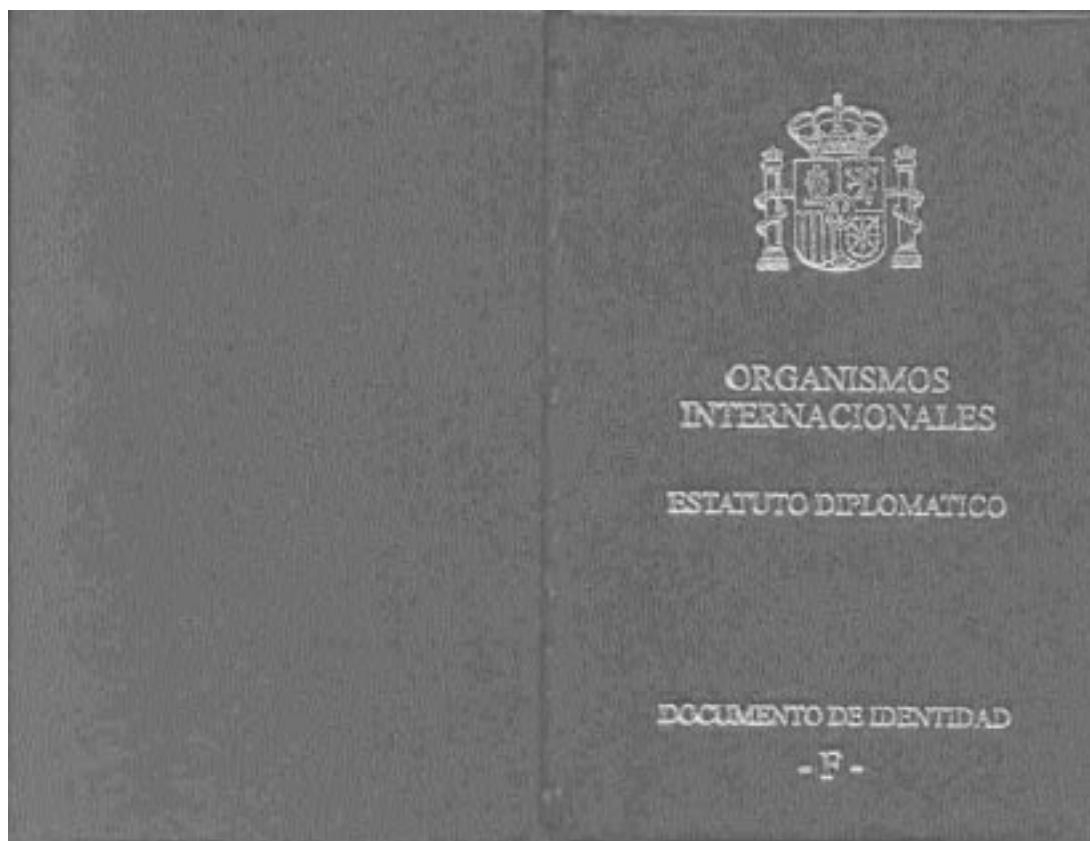
'Estatuto diplomático' (Diplomatic Status)

'Documento de identidad' (Identity Document)

issued by the Ministry of Foreign Affairs to staff who have diplomatic status accredited to international organisations.



The indication 'F' is included on the pass of the spouse and children aged between 12 and 23.



Passes 12 and 13 (blue)

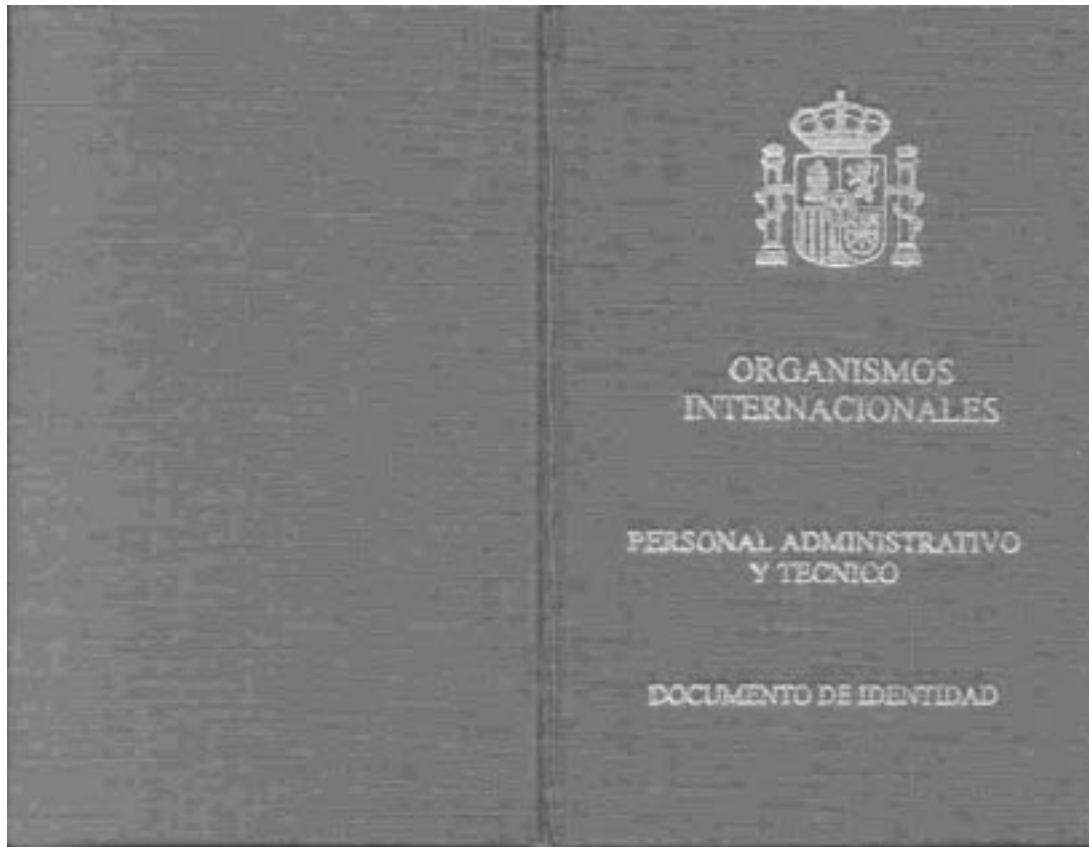
Special passes with the following inscription

'Organismos internacionales' (International Organisations)

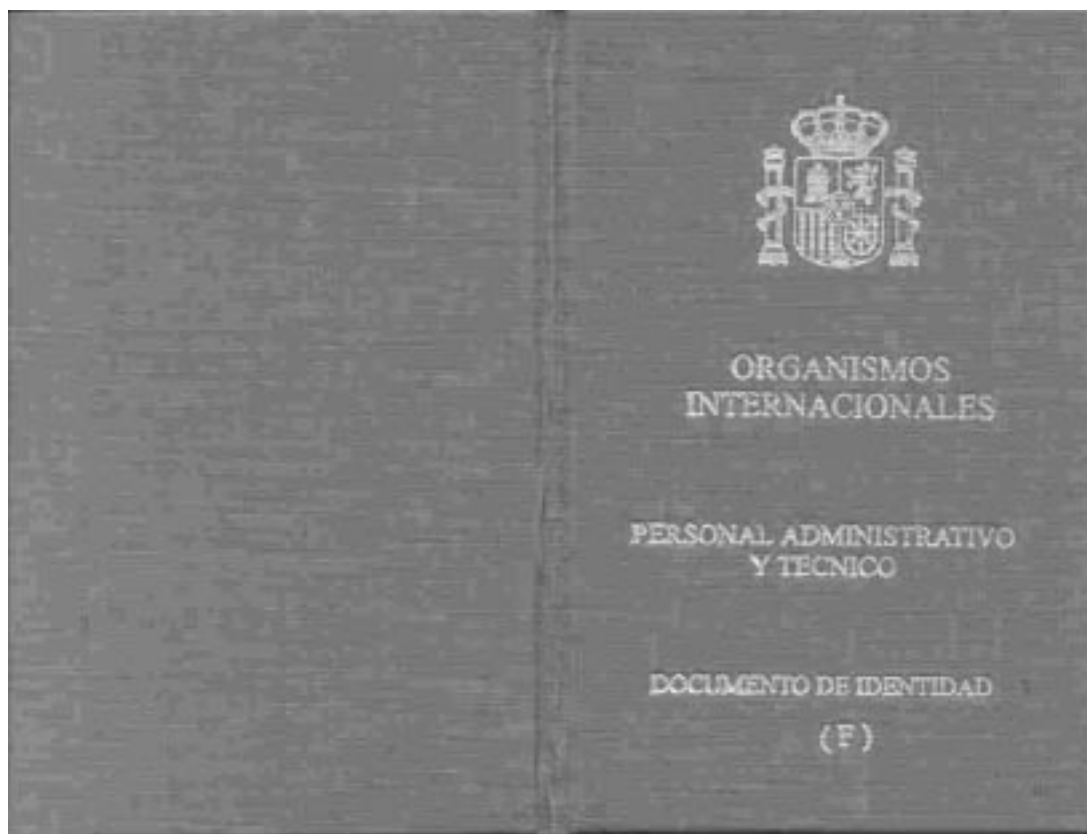
'Personal administrativo y técnico' (Administrative and Technical Staff)

'Documento de identidad' (Identity Document)

issued by the Ministry of Foreign Affairs to administrative officials accredited to international organisations.



The indication 'F' is included on the pass of the spouse and children aged between 12 and 23.



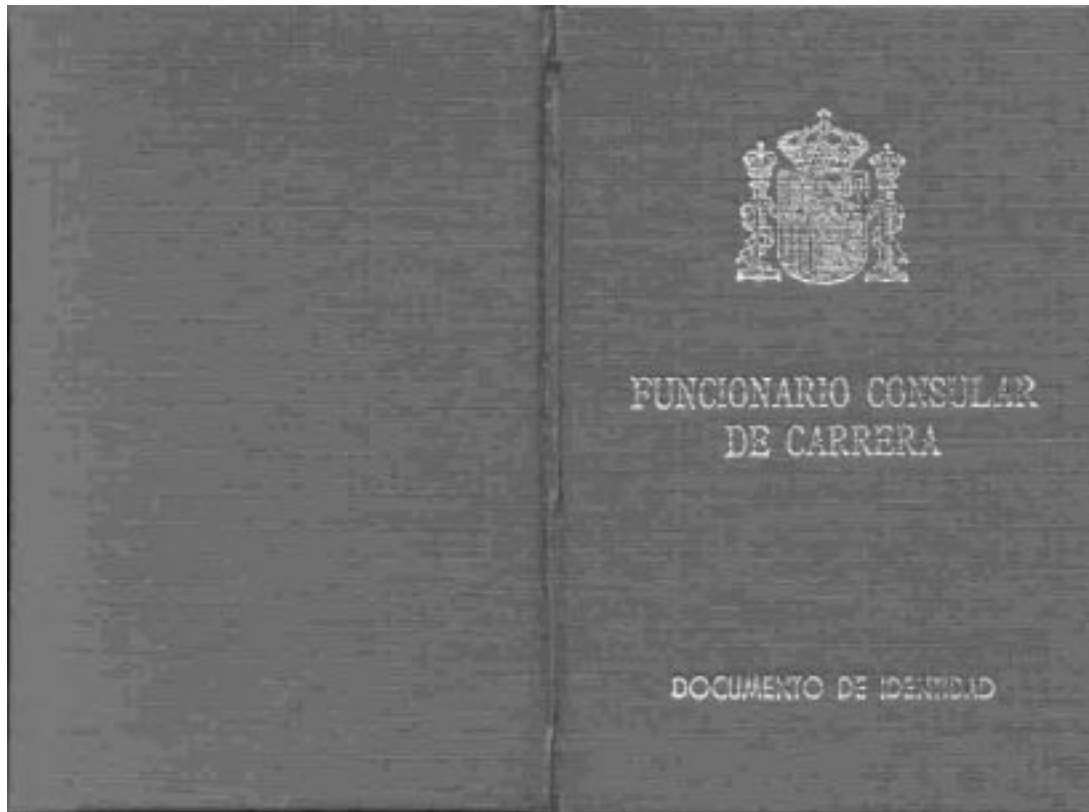
Passes 14 and 15 (green)

Special passes with the following inscription

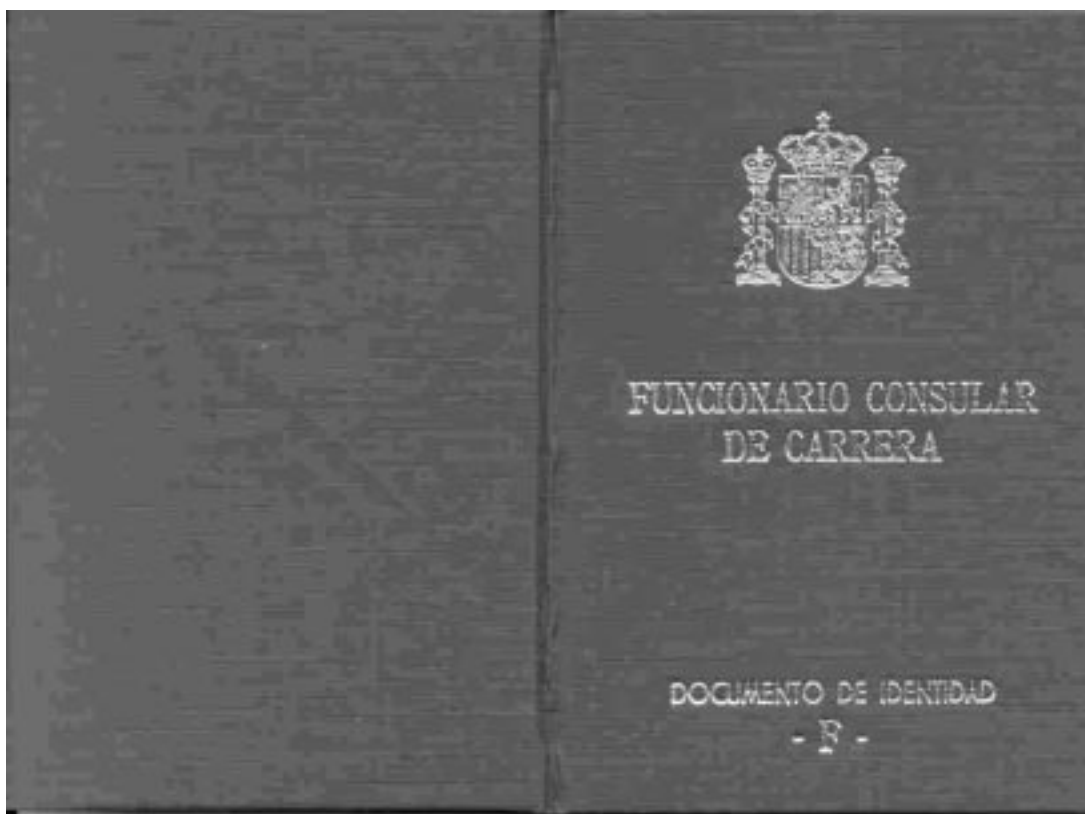
'Funcionario consular de carrera' (Career Consular Official)

'Documento de identidad' (Identity Document)

issued by the Ministry of Foreign Affairs to career consular officials accredited in Spain.



The indication 'F' is included on the pass of the spouse and children aged between 12 and 23.



Passes 16 and 17 (green)

Special passes with the following inscription

'Empleado consular' (Consular Employee)

'Expedido a favor de ...' (Issued to ...)

'Documento de identidad' (Identity Document)

issued by the Ministry of Foreign Affairs to consular administrative officials accredited in Spain.





The indication 'F' is included on the pass of the spouse and children aged between 12 and 23.

La validez del presente Documento  
de Identidad se prorroga hasta el .....  
de ..... de 19.....  
*El Introdutor de Embajadores,*  
(SELLO)

La validez del presente Documento  
de Identidad se prorroga hasta el .....  
de ..... de 19.....  
*El Introdutor de Embajadores,*  
(SELLO)

**EMPLEADO CONSULAR**

**ANULADO**

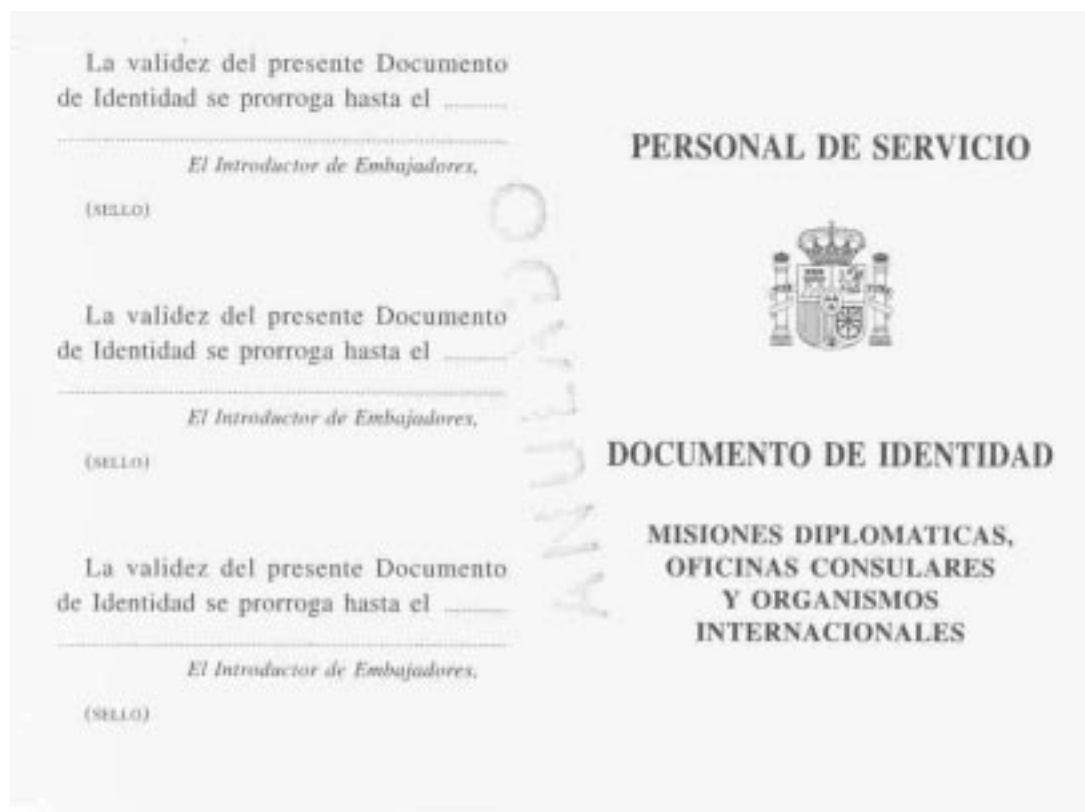
**DOCUMENTO DE IDENTIDAD**  
(F)

Passes 18 and 19 (grey)

Special passes with the following inscription

'Personal de servicio'	(Service Staff)
'Misiones diplomáticas, oficinas consulares y organismos internacionales'	(Diplomatic Missions, Consular Posts and International Organisations)
'Expedido a favor de ...'	(Issued to ...)
'Documento de identidad'	(Identity Document)

issued by the Ministry of Foreign Affairs to service staff in diplomatic missions, consular posts and international organisations and career diplomatic or consular staff (private domestic staff).



The indication 'F' is included on the pass of the spouse and children aged between 12 and 23.

La validez del presente Documento  
de Identidad se prorroga hasta el .....

El Introdutor de Embajadores,

(SELLO)

La validez del presente Documento  
de Identidad se prorroga hasta el .....

El Introdutor de Embajadores,


(SELLO)

La validez del presente Documento  
de Identidad se prorroga hasta el .....

El Introdutor de Embajadores,

(SELLO)

**PERSONAL DE SERVICIO**



**DOCUMENTO DE IDENTIDAD**

**MISIONES DIPLOMATICAS,  
OFICINAS CONSULARES  
Y ORGANISMOS  
INTERNACIONALES**

**(F)**

ANULADO

### General features

#### 1. Documents 1 to 15

Hard cover (imitation leather effect) with a three-part fold away section for extensions.

On the front the Spanish coat of arms is towards the top and the various inscriptions, all of which are gold-blocked, are in the centre and towards the bottom.

The usual size of the coat of arms is 25 × 25 mm, except for documents 4, 5, 12 and 13, where the size is 17 × 17 mm.

These documents are issued manually and filled in by hand. The photograph of the holder is glued in and bears the stamp of the *Dirección General de Protocolo* (Directorate-General for Protocol) in one corner.

The documents are valid for two to three years (printed on the document) and can be extended annually up to three times after the first date of expiry.

There are no special security features.

Document sizes:

documents 1 to 5 and 7 to 15 measure 115 × 77 mm.

They may also be issued to minors below the age of 12 who hold their own individual passports.

#### 2. Documents 16 to 19

Card, folded down the centre, four sections in total.

The front displays the Spanish coat of arms (17 × 17 mm) with the printed text below. The holder's name is on a dotted line. All entries are in black ink.

These documents are issued manually and either filled in by hand or typewritten. The photograph of the holder is glued in and bears the stamp of the *Dirección General de Protocolo* (Directorate-General for Protocol).

The documents are valid for two years (printed on the document) and can be extended annually no more than twice.

Space is reserved on the back for extensions.

Documents 18 and 19 are issued both to private domestic staff and to service staff. The status of the holder is indicated on the lefthand inside page.


Document sizes:

documents 16 to 19 measure 115 × 75 mm.

FRANCE

*white*

RÉPUBLIQUE FRANÇAISE



CORPS  
DIPLOMATIQUE

SPECIMEN

CETTE CARTE DOIT ÊTRE RENVOYÉE AU  
SERVICE DU PROTOCOLE LORSQUE LE TITULAIRE  
EST APPELÉ À D'AUTRES FONCTIONS

N°

PHOTOGRAPHIE

SPECIMEN

Le MINISTRE DES AFFAIRES ÉTRANGÈRES  
certifie que le titulaire de la présente  
carte est

et il prie les Autorités Civiles et Mili-  
taires de vouloir bien lui accorder les  
facilités compatibles avec l'exécution  
des Règlements.

VALABLE

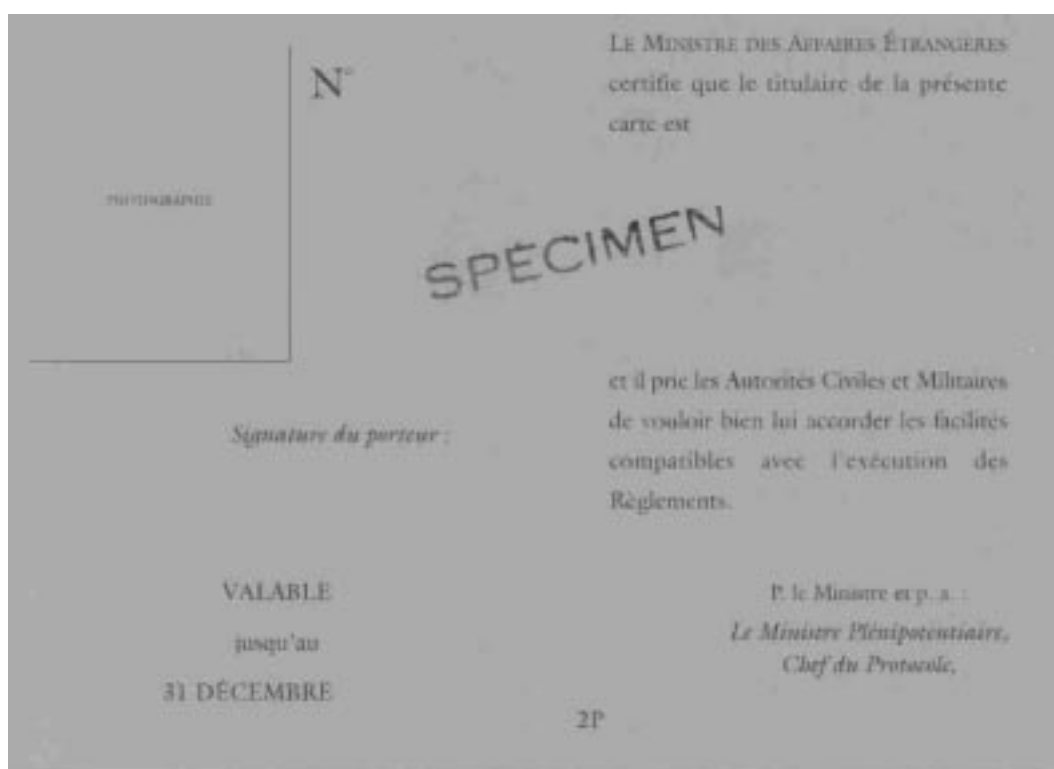
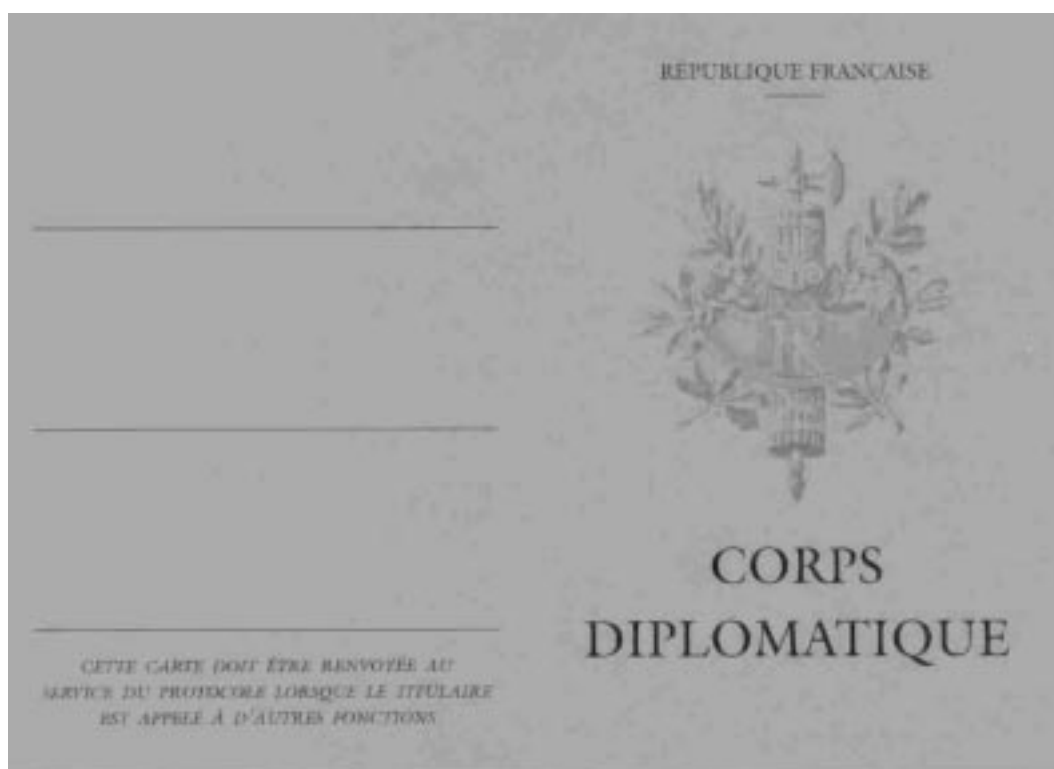
jusqu'au

31 DÉCEMBRE

P. le Ministre et p. a. :

*Le Ministre Plénipotentiaire,  
Chef du Protocole,*

orange



white

RÉPUBLIQUE FRANÇAISE

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CEITE CARTE DOIT ÊTRE RENVOYÉE AU SERVICE  
DU PROTOCOLE LORS DU DÉPART DU TITULAIRE

En cas de perte, cette carte ne pourra être remplacée  
que par une attestation de perte

## ORGANISATIONS INTERNATIONALES

N°

PHOTOGRAPHIE

---

*Signature du porteur :*

---

ASSIMILÉ À UN CHEF  
DE MISSION DIPLOMATIQUE

VALABLE jusqu'au 31 décembre

Le MINISTRE DES AFFAIRES ÉTRANGÈRES  
certifie que le titulaire de la présente  
carte est

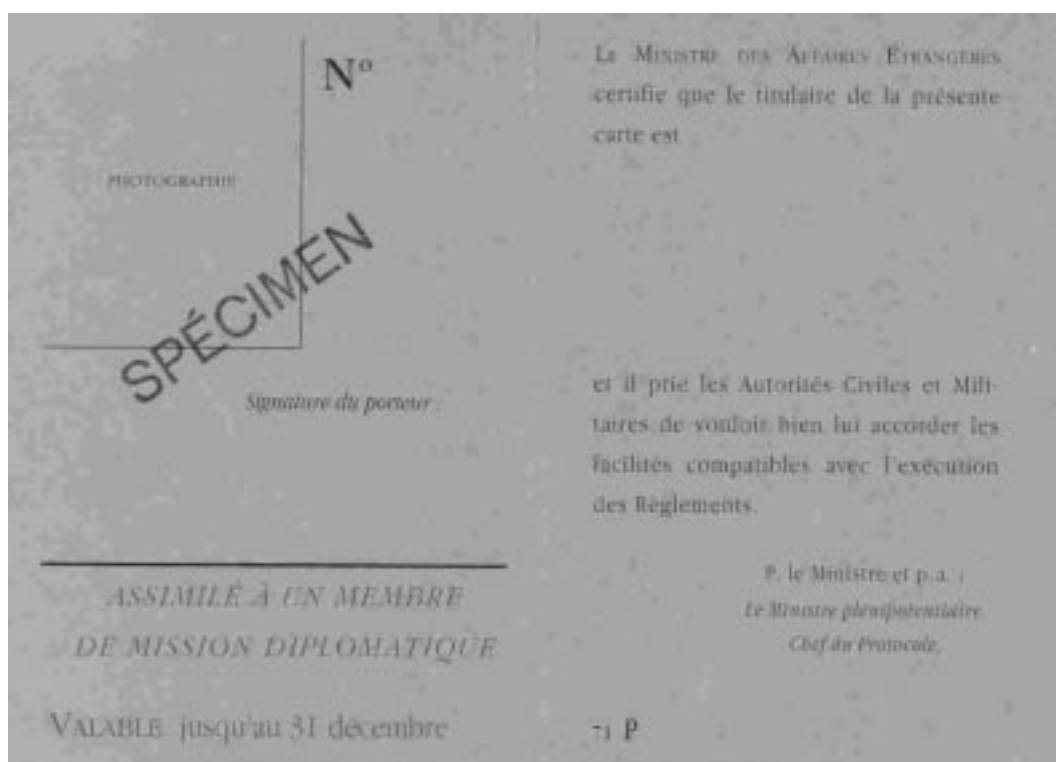
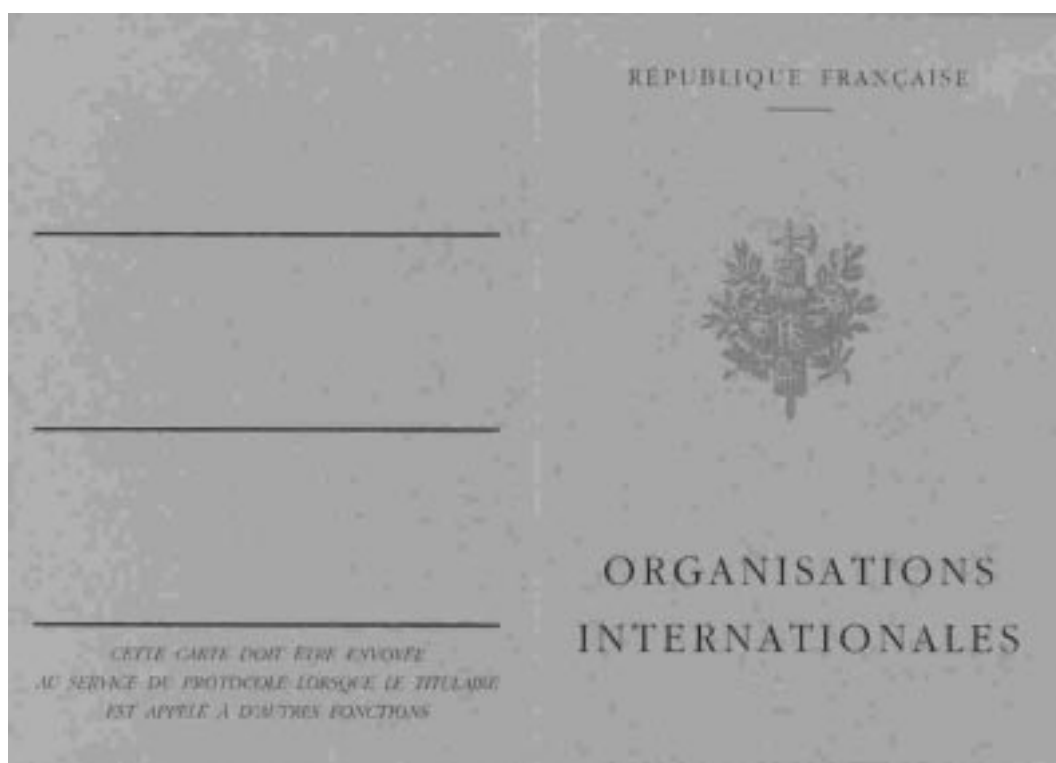
et il prie les Autorités Civiles et Mili-  
taires de vouloir bien lui accorder les  
facilités compatibles avec l'exécution  
des Règlements.

P. le Ministre et p. a. :  
*Le Ministre plénipotentiaire,  
Chef du Protocole,*

SPÉCIMEN

70 P

blue





green



green

VALIDITÉ

RÉPUBLIQUE FRANÇAISE

**SPECIMEN**



**ORGANISATIONS INTERNATIONALES**

*Cette carte doit être renvoyée au Ministère des Affaires Étrangères lorsque le titulaire est appelé à d'autres fonctions.*

*Cette carte tient lieu de titre de séjour.*

DIPLOMATIE NATIONALE 3011320 F 27 - 101 7 ●

MINISTÈRE DES AFFAIRES ÉTRANGÈRES

CARTE SPÉCIALE N° FI 00000

PHOTOGRAPHIE

NOM : SCHENGEN

Prénoms : Specimen

Né(e) le 07 Aout 1997

à MAASTRICHT (Pays-Bas)

Nationalité : française

SIGNATURE DU TITULAIRE :

Qualité : Fonctionnaire au bureau de FRANCE

**SPECIMEN**

VALABLE jusqu'au 06 AOUT 1998

07 AOUT 1997

Pour le Ministre des Affaires Étrangères, et p. a. :  
Pour le Chef du Protocole :



Jacques STURM

beige

VALIDITÉ

RÉPUBLIQUE FRANÇAISE

**SPECIMEN**

**CARTE SPÉCIALE**

*Cette carte doit être renvoyée au Ministère des Affaires Étrangères lorsque le titulaire est appelé à d'autres fonctions.*

Tenant lieu de titre de séjour, délivrée au personnel administratif et technique, de nationalité étrangère, des missions diplomatiques, des postes consulaires et des organisations internationales.

IMPRIMERIE NATIONALE 3011196 F 63 - 104 F \*

MINISTÈRE DES AFFAIRES ÉTRANGÈRES

CARTE SPÉCIALE N° AT 00000

PHOTOGRAPHIE

NOM : SCHENGEN

Prénoms : Specimen

Né(e) le 07 Aout 1997

Maastricht (Pays-Bas)

Nationalité : française

Qualité : Fonctionnaire au Bureau de FRANCE

SIGNATURE DU TITULAIRE

**SPECIMEN**

VALABLE jusqu'au 06 AOUT 1998

07 AOUT 1997

Paris, le

Pour le Ministre des Affaires Étrangères, et p. a. :

Pour le Chef du Protocole :

IMMUNITES

Jacques STURM

grey

VALIDITÉ	RÉPUBLIQUE FRANÇAISE
<div style="border: 1px solid black; width: 100px; height: 100px; margin: 0 auto;"></div>	
<div style="font-size: 48px; opacity: 0.5; transform: rotate(-15deg);">SPECIMEN</div>	
<p><i>Cette carte doit être renvoyée au Ministère des Affaires Étrangères lorsque le titulaire est appelé à d'autres fonctions.</i></p>	<p><b>CARTE SPÉCIALE</b></p> <p>Tenant lieu de titre de séjour, délivrée au personnel privé, de nationalité étrangère, au service des agents diplomatiques ou assimilés, des fonctionnaires consulaires et des fonctionnaires internationaux.</p>
<small>IMPRIMERIE NATIONALE 3 011138 F 77 - 300 F •</small>	

<div style="border: 1px solid black; width: 100px; height: 100px; margin: 0 auto;"></div> <p style="text-align: center;">PHOTOGRAPHIE</p>	<p><b>MINISTÈRE DES AFFAIRES ÉTRANGÈRES</b></p> <p>CARTE SPÉCIALE N° PP 00000</p>
	<p>NOM : SCHENGEN</p> <p>Prénoms : Specimen</p> <p>Né(e) le 07 Aout 1997</p> <p>à MAASTRICHT (Pays-Bas)</p> <p>Nationalité : française</p> <p>Qualité : Fonctionnaire au Bureau de FRANCE</p>
<p>SIGNATURE DU TITULAIRE</p>	<div style="font-size: 48px; opacity: 0.5; transform: rotate(-15deg);">SPECIMEN</div>
<p>VALABLE</p> <p>jusqu'au</p> <p>06 AOUT 1998</p> 	<p>07 AOUT 1997</p> <p>Paris, le</p> <p>Pour le Ministre des Affaires Étrangères, et p. a. :</p> <p>Pour le Chef du Protocole :</p>  <p>Jacques STURM</p>

grey

VALIDITÉ	RÉPUBLIQUE FRANÇAISE
<div style="border: 1px solid black; height: 150px; width: 100%;"></div>	
SPECIMEN	
<b>CARTE SPÉCIALE</b>	
<p><i>Cette carte doit être renvoyée au Ministère des Affaires Étrangères lorsque le titulaire est appelé à d'autres fonctions.</i></p>	<p>Tenant lieu de titre de séjour, délivrée au personnel de service, de nationalité étrangère, des missions diplomatiques, des postes consulaires et des organisations internationales.</p>
IMPRIMERIE NATIONALE 5011947/DF 36 - 110 F	

<b>MINISTÈRE DES AFFAIRES ÉTRANGÈRES</b>	
CARTE SPÉCIALE N° SE 0000	
SCHENGEN	
<div style="border: 1px solid black; height: 60px; width: 100%;"></div> <p style="text-align: center; font-size: 0.8em;">PHOTOGRAPHIE</p>	<p>NOM : Specimen</p> <p>Prénoms : 07 Aout 1997</p> <p>Né(e) le : MAASTRICHT (Pays-Bas)</p> <p>à : française</p> <p>Nationalité :</p>
SIGNATURE DU TITULAIRE :	
<div style="border: 1px solid black; padding: 5px; display: inline-block;">             Pour le Ministre des Affaires Étrangères, et p. a. :              Pour le Chef du Protocole :           </div>	
SPECIMEN	
<p>VALABLE</p> <p>06 AOUT 1998 jusqu'au</p>	<p>07 AOUT 1997</p> <p>Paris, le</p> <p>Pour le Ministre des Affaires Étrangères, et p. a. :</p> <p>Pour le Chef du Protocole :</p>
	
Jacques STURM	

blue-grey

VALIDITÉ

RÉPUBLIQUE FRANÇAISE

**SPECIMEN**



**CARTE SPÉCIALE**

*Cette carte doit être renvoyée au Ministère des Affaires Étrangères lorsque le titulaire est appelé à d'autres fonctions.*

Tenant lieu de titre de séjour, délivrée au personnel étranger en mission officielle et de statut particulier.

IMPRIMERIE NATIONALE 3 011123 F 48 - 327 F •

MINISTÈRE DES AFFAIRES ÉTRANGÈRES

CARTE SPÉCIALE N° EM 00000

PHOTOGRAPHIE

NOM : SCHENGEN

Prénoms : Specimen

Né(e) le 07 Aout 1997

à MAASTRICHT (Pays-Bas)

Nationalité : française

Qualité : Fonctionnaire au Bureau de FRANCE

SIGNATURE DU TITULAIRE

**SPECIMEN**

VALABLE jusqu'au 06 AOUT 1998

Passe le 04 AOUT 1997

Pour le Ministre des Affaires Étrangères, et p. a. :

Pour le Chef du Protocole :

IMMUNITÉS

PROTOCOLE

Jacques STURM

ITALY

### Identity card No 1

*Identity card — Diplomatic Corps*

This is the identity card issued by the Ministry of Foreign Affairs (Protocol Section) to members of the diplomatic corps.

This identity card, which bears a photograph of the holder and states its validity on the back, is a document providing identification in all the situations laid down by law and exempts the holder from the compulsory registration of residence with the authorities.

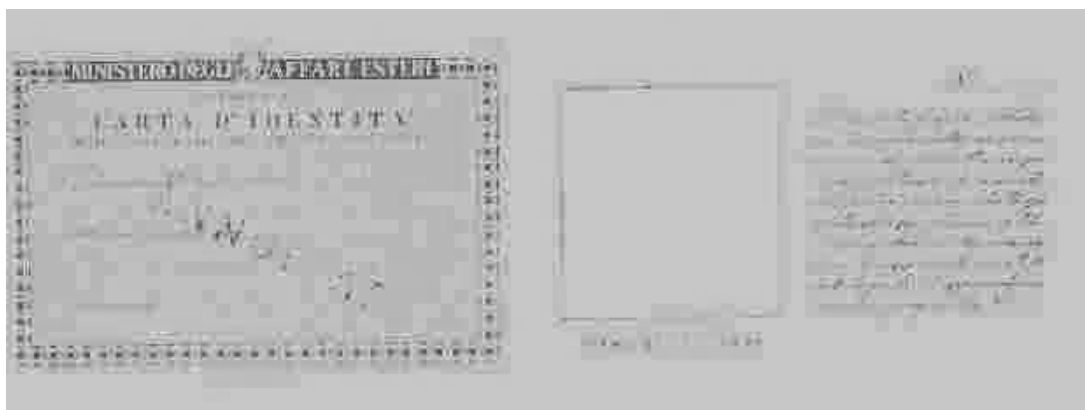


### Identity card No 2

*Identity card — international organisations and special foreign missions*

This is the identity card issued by the Ministry of Foreign Affairs (Protocol Section) to staff of international organisations and special foreign missions.

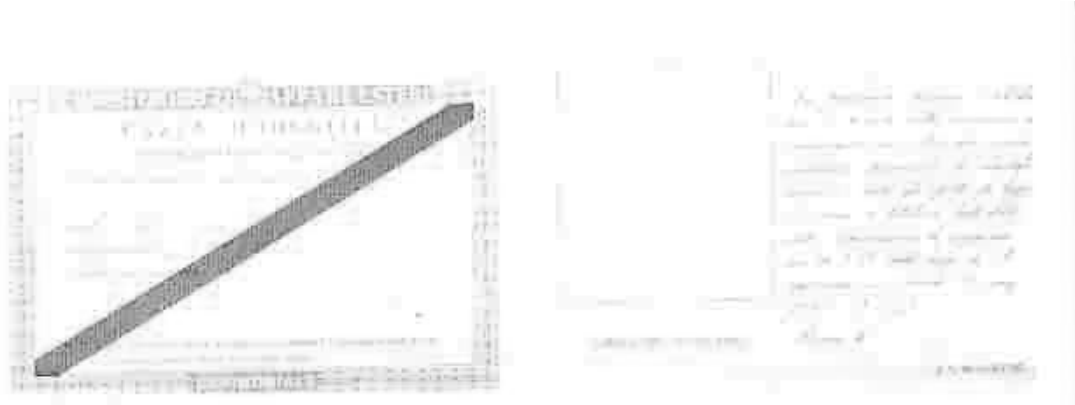
This identity card, which bears a photograph of the holder and states its validity on the back, covers the duration of the assignment and is issued for a maximum period of five years; it is a document providing identification in all the situations laid down by law and exempts the holder from the compulsory registration of residence with the authorities.



**Identity card No 3***Identity card — diplomatic representations*

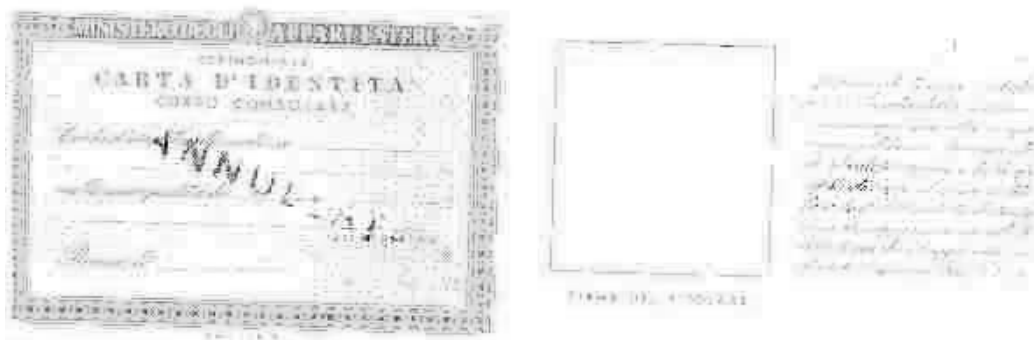
This is the identity card issued by the Ministry of Foreign Affairs (Protocol Section) to staff of diplomatic representations.

This identity card, which bears a photograph of the holder and states its validity on the back, covers the duration of the assignment and is issued for a maximum period of two years; it is a document providing identification in all the situations laid down by law and exempts the holder from compulsory registration of residence with the authorities.

**Identity card No 4***Identity card — consular corps*

This is the identity card issued by the Ministry of Foreign Affairs (Protocol Section) to staff of the consular corps.

This identity card, which bears a photograph of the holder and states its validity on the back, covers the duration of the assignment and is issued for a maximum period of five years; it is a document providing identification in all the situations laid down by law and exempts the holder from compulsory registration of residence with the authorities.





### Identity card No 5

*Identity card — Consulates (consular staff)*

This is the identity card issued by the Ministry of Foreign Affairs (Protocol Section) to staff working at consulates abroad.

This identity card, which bears a photograph of the holder and states its validity on the back, is a document providing identification in all the situations laid down by law and exempts the holder from the compulsory registration of residence with the authorities.



Carta d'identità M.A.E. — Corpo diplomatico (Identity card issued by the Ministry of Foreign Affairs)

- Mod. 1 (blu) Corpo diplomatico accreditato e consorti titolari di passaporto diplomatico  
(Model 1 (blue) Accredited members of the diplomatic corps and their spouses who hold a diplomatic passport)
- Mod. 2 (verde) Corpo consolare titolare di passaporto diplomatico  
(Model 2 (green) Members of the consular corps who hold a diplomatic passport)
- Mod. 3 (arancione) Funzionari II FAO titolari di passaporto diplomatico, di servizio o ordinario  
(Model 3 (orange) Category II FAO officials who hold a diplomatic, service or ordinary passport)
- Mod. 4 (arancione) Impiegati tecnico-amministrativi presso Rappresentanze diplomatiche titolari di passaporto di servizio  
(Model 4 (orange) Technical and administrative staff of diplomatic representations who hold a service passport)
- Mod. 5 (arancione) Impiegati consolari titolari di passaporto di servizio  
(Model 5 (orange) Consular staff who hold a service passport)
- Mod. 7 (grigio) Personale di servizio presso Rappresentanze diplomatiche titolare di passaporto di servizio  
(Model 7 (grey) Domestic staff of diplomatic representations who hold a service passport)
- Mod. 8 (grigio) Personale di servizio presso Rappresentanze Consolari titolare di passaporto di servizio  
(Model 8 (grey) Domestic staff of consular representations who hold a service passport)
- Mod. 11 (beige) Funzionari delle organizzazioni internazionali, consoli onorari, impiegati locali, personale di servizio assunto all'estero e venuto al seguito, familiari corpo diplomatico e organizzazioni internazionali titolari di passaporto ordinario  
(Model 11 (beige) Officials of international organisations, honorary consuls, local employees, domestic staff recruited abroad who have followed their employer, families of members of the diplomatic corps and international organisations who hold an ordinary passport)

*Note:* Models 6 (orange) and 9 (green) for, respectively, staff of international organisations who have no immunity and for foreign honorary consuls, are no longer issued and have been replaced by specimen 11. However, these documents remain valid until the expiry date stated on them.

## LUXEMBOURG

yellow

SPECIMEN

<p>Titre valable jusqu'au _____</p> <p>Prorogé jusqu'au _____</p> <p>Prorogé jusqu'au _____</p> <p>Le présent titre est à restituer au Ministère des Affaires Étrangères lorsque les conditions sur la base desquelles il a été délivré viennent à disparaître.</p>	<p>No _____</p> <p><b>GRAND-DUCHÉ DE LUXEMBOURG</b> Ministère des Affaires Étrangères</p>  <p><b>CARTE DE LÉGITIMATION</b></p> <p>Le porteur du présent titre n'est pas soumis aux dispositions limitant l'immigration et aux formalités d'enregistrement des étrangers.</p>
---	---

<div style="border: 1px solid black; width: 150px; height: 120px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">Photo</div> <p>Signature du titulaire</p>	<p>Nom et _____ Prénoms _____</p> <p>Lieu de _____ naissance _____</p> <p>Date de naissance _____</p> <p>Nationalité _____</p> <p>Qualité _____</p> <p>Luxembourg, le _____ Pour le Ministre des Affaires Étrangères.</p>
---	---

3082

blue

**SPECIMEN**


Titre valable jusqu'au \_\_\_\_\_

Prorogé jusqu'au \_\_\_\_\_

Prorogé jusqu'au \_\_\_\_\_

Le présent titre est à restituer par l'entremise de l'autorité qui en a autorisé l'établissement lorsque les conditions sur la base desquelles il a été délivré viennent à disparaître.

**GRAND-DUCHÉ de LUXEMBOURG**  
MINISTÈRE DES AFFAIRES ÉTRANGÈRES



**Carte d'Identité**

N°: \_\_\_\_\_

Le porteur du présent titre jouit d'immunités analogues à celles des membres du Corps diplomatique.

Photo

Signature du titulaire: \_\_\_\_\_

Nom et Prénoms: \_\_\_\_\_

Lieu de naissance: \_\_\_\_\_

Date de naissance: \_\_\_\_\_

Nationalité: \_\_\_\_\_

Qualité: \_\_\_\_\_

Luxembourg, le \_\_\_\_\_  
Pour le Ministre des Affaires Étrangères: \_\_\_\_\_

0002



## NETHERLANDS

**Statuses**

Each privileged person is assigned a status indicating to which category of privileged persons he or she belongs. This status is shown on the Privileged Persons document by means of a code.

The following codes are used:

*Embassies*

<u>STATUS</u>	<u>CODE</u>
diplomatic staff	AD
technical and administrative staff	BD
service staff	ED
private domestic staff	PD

*Consulates*

<u>STATUS</u>	<u>CODE</u>
consular staff	AC
technical and administrative staff	BC
service staff	EC
private domestic staff	PC

*International organisations in the Netherlands*

<u>STATUS</u>	<u>CODE</u>
staff treated as diplomatic staff	AO
technical and administrative staff	BO
service staff	EO
private domestic staff	PO



## AUSTRIA

**Specimen cards Issued by the Ministry of Foreign Affairs**

Identity cards for persons who enjoy special privileges and immunities

The Federal Ministry of Foreign Affairs issues identity cards, specimens of which are set out in the Annex, in the following colours:

- red identity cards for persons who have diplomatic status in Austria and their family members,
- yellow identity cards for consuls and their family members,
- blue identity cards for all other persons who enjoy special privileges and immunities in Austria and their family members.

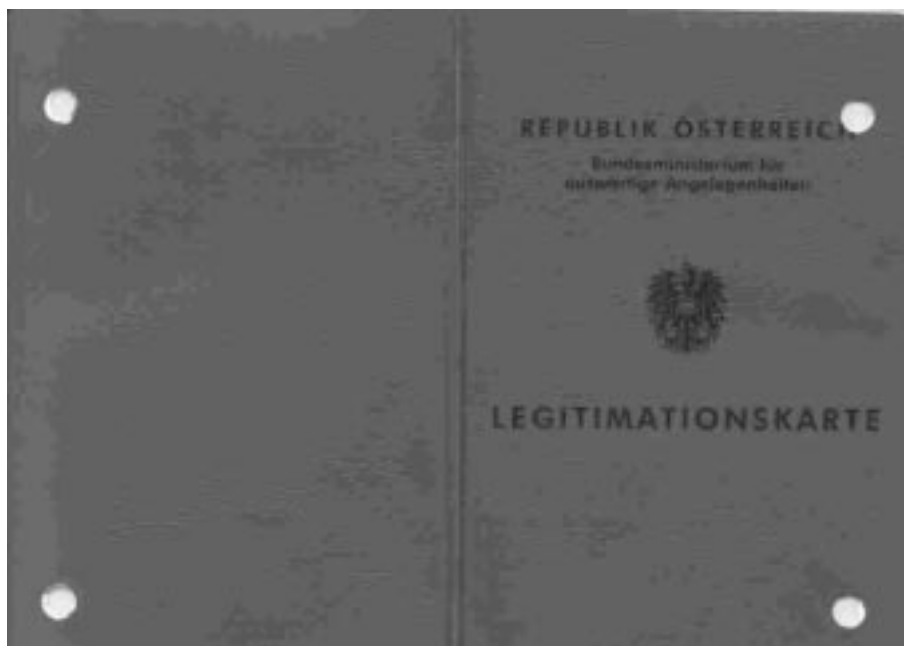
*Red identity card for persons who have diplomatic status in Austria and their family members*



*Yellow identity card for consuls and their family members*



*Blue identity card for all other persons who enjoy special privileges and immunities in Austria and their family members*





## PORTUGAL

O Chefe do Protocolo

REPUBLICA PORTUGUESA  
  
 Ministério dos Negócios Estrangeiros

Corpo Consular

O Director do Serviço de Estrangeiros

**CARTÃO DE IDENTIDADE**

Solicita-se a todas as autoridades a quem for apresentado este cartão, que prestem ao seu titular a ajuda e protecção de que careça, ao abrigo da legislação em vigor.

Cartão n.º

CC

Data de emissão

Termo de validade

Nome

Cargo

Posto consular

Indicações eventuais

Assinatura do titular

**ANULADA**

Pede-se a todas as autoridades civis e militares a quem for apresentado este cartão, que prestem ao seu titular todo o auxílio e protecção que lhes sejam solicitados e que lhe dispensem as facilidades de que careça, no abrigo da legislação em vigor.

O Chefe do Protocolo

REPUBLICA PORTUGUESA

Ministério dos Negócios Estrangeiros

Corpo Consular

CARTÃO DE IDENTIDADE

O Director do Serviço de Estrangeiros

O Chefe do Protocolo

REPUBLICA PORTUGUESA

Ministério dos Negócios Estrangeiros

Pessoal Auxiliar de Missão estrangeira

CARTÃO DE IDENTIDADE

O Director do Serviço de Estrangeiros

Solicita-se a todas as autoridades a quem for apresentado este cartão, que prestem ao seu titular o auxílio e protecção de que careça, ao abrigo da legislação em vigor.

○ Chefe do Protocolo

\_\_\_\_\_

○ Director do Serviço de Estrangeiros

\_\_\_\_\_

REPÚBLICA  PORTUGUESA

Ministério dos Negócios Estrangeiros

Funcionário Administrativo  
de Missão estrangeira

CARTÃO DE IDENTIDADE

Pede-se a todas as autoridades civis e militares a quem for apresentado este cartão, que prestem ao seu titular todo o auxílio e protecção que lhes sejam solicitados e que lhe dispensem as facilidades de que careça, ao abrigo da legislação em vigor.

○ Chefe do Protocolo

\_\_\_\_\_

○ Director do Serviço de Estrangeiros

\_\_\_\_\_

REPUBLICA  PORTUGUESA

Ministério dos Negócios Estrangeiros

Corpo Diplomático

CARTÃO DE IDENTIDADE

Pede-se a todas as autoridades civis e militares a quem for apresentado este cartão, que prestem ao seu titular todo o auxílio e protecção que lhes sejam solicitados e que lhe dispensem as facilidades de que careça, ao abrigo da legislação em vigor.

☐ Chefe do Protocollo

\_\_\_\_\_

☐ Director do Serviço de Estrangeiros

\_\_\_\_\_

REPÚBLICA  PORTUGUESA

Ministério dos Negócios Estrangeiros

Corpo Diplomático

CARTÃO DE IDENTIDADE

## FINLAND

## A. Members of the diplomatic staff and their family members (blue)

## Front



## Back



# B. Members of the administrative and technical staff of missions and their family members (red)

Front



Back



**C. Members of the service staff of missions (drivers, housekeepers, cooks, etc.) (yellow)**

Front



Back



**D. Others (brown)***Front**Back*



SWEDEN

Colour: blue and pink



Colour: blue and brown



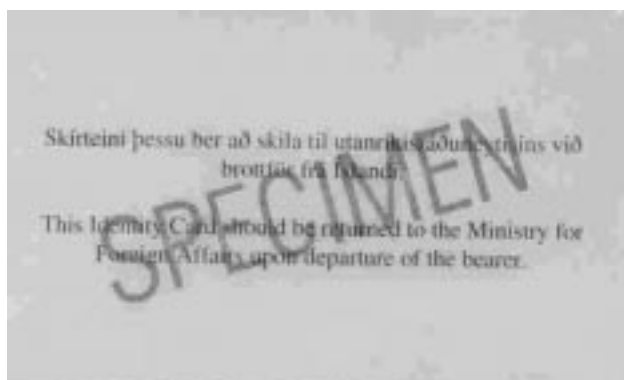
## ICELAND

The Ministry of Foreign Affairs issues the following identity cards to members of diplomatic and consular authorities:

**Blue identity card** (see specimen)

- This identity card is issued to administrative, technical and service staff working in foreign embassies in Iceland and their family members (spouse and children aged between 12 and 18 years).

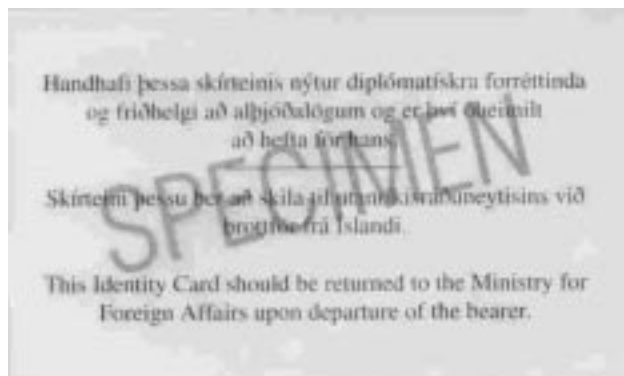
The identity card is a laminated plastic card (8,2 cm × 5,4 cm). On the front it bears a photograph of the holder and states his/her name, nationality, and the date of expiry. On the back it states both in Icelandic and English that the identity card must be returned to the Ministry of Foreign Affairs on departure of the holder.

*Front**Back*

**Yellow diplomatic identity card** (see specimen)

- This identity card is issued to foreign diplomats and their family members (spouse and children aged between 12 and 18 years).

The identity card is a laminated plastic card (8,2 cm × 5,4 cm). On the front it bears a photograph of the holder and states his/her name, nationality, and the date of expiry. On the back it states in Icelandic that the holder of the identity has diplomatic immunity and therefore his travel cannot be restricted in any way. It also states in Icelandic and English that the identity card must be returned to the Ministry of Foreign Affairs on the departure of the holder.

*Front**Back*

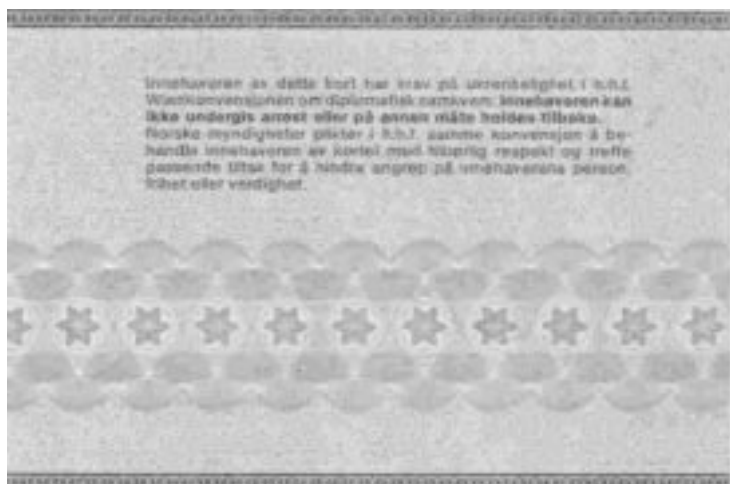
NORWAY

**Diplomatic identity card (orange)**

Front



Back



### Identity card for honorary consuls (pink)

Front

IDENTITETSKORT  
IDENTITY CARD  
for honorære konsuler / for honorary consuls

Navn / Name

Statsborgerskap / Nationality

Født / Date of birth

Stilling / Position

Oslo, \_\_\_\_\_

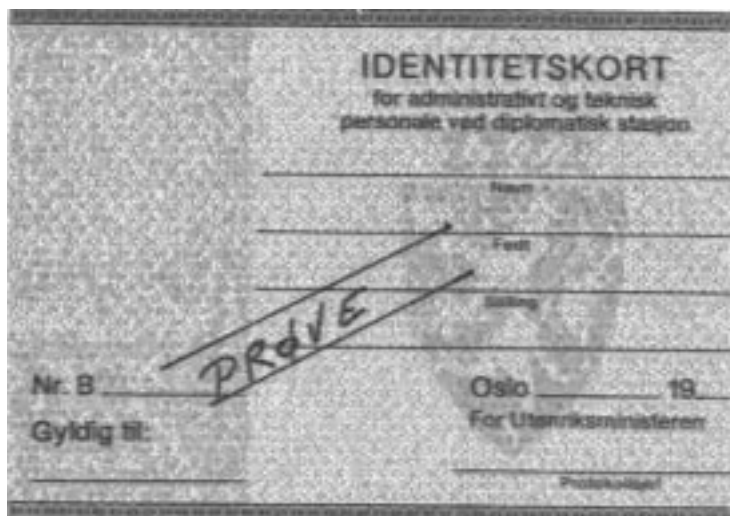
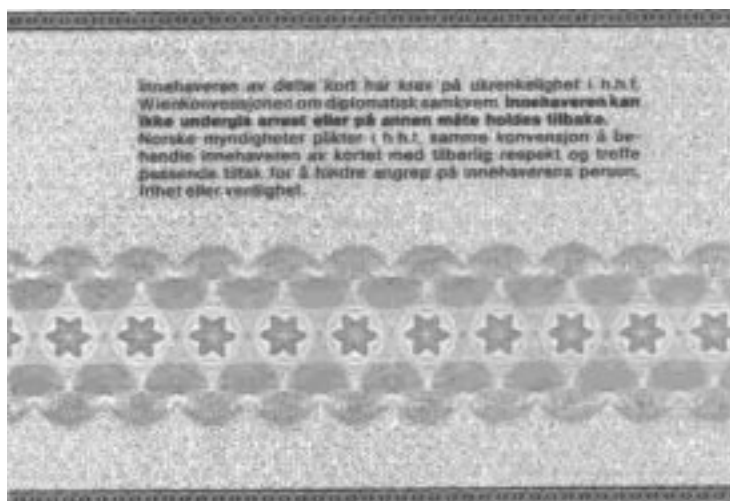
Gyldig til: \_\_\_\_\_  
Utdelt av: \_\_\_\_\_

Kortet returneres Utenriksdepartementet når funksjonen avsluttet  
Card to be returned to the Ministry of Foreign Affairs upon termination of the assignment

Back

Forsatt kort hos sendt Utenriksdepartementet eller nærmeste utenriksstasjon,  
if found, please forward to the Norwegian Ministry of Foreign Affairs or nearest  
Foreign Mission.

Utenriksdepartementet  
PCB 8/114 Div.  
N-5032 ORLO

**Identity card for administrative and technical staff of diplomatic representations (blue)***Front**Back*

**Identity card for consular officials (green)***Front*

IDENTITETSKORT  
for utsendte konsuler

Navn \_\_\_\_\_  
Født \_\_\_\_\_  
Stilling \_\_\_\_\_

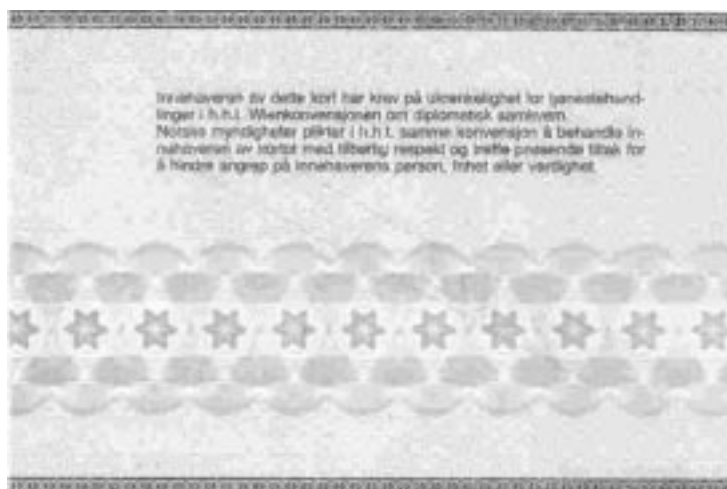
Nr. C \_\_\_\_\_  
Gyldig til: \_\_\_\_\_

Oslo \_\_\_\_\_ 19\_\_\_\_  
For Utenriksministeren

Protokoll \_\_\_\_\_

*Back*

Innehaveren av dette kort har krav på ukenkelighet i h.h.t.  
Wienkonvensjonen om konsulatrett av 1963.  
Norske myndigheter plikter i h.h.t. samme konvensjon å be-  
handle innehaveren av kortet med liberlig respekt og iverk-  
sette passende tiltak for å hindre angrep på innehaverens person,  
frihet eller verdighet.

**Identity card for diplomatic representations (brown)***Front**Back*



## Residence/Visa sticker

**NORGE NORWAY**

**N-UD - 0000000**

PASSETS INNEHAVERER ERLI SANSVÆR MED VIEN-  
KONVENSIJONENE OM HHV. DIPLOMATISKON-  
SULÆRT SAMKVEM, JFR UTRENDINGLOVENS § 43  
OG UTLENDINGSFORSKRIFTENS § 14, TILMELDT  
In accordance with the Vienna Conventions on  
diplomatic and consular relations, the holder of  
this passport has been recognized

SOM/ies \_\_\_\_\_

VED/ar \_\_\_\_\_

GJELDER FOR OPPHOLD FOR DENNE TJENESTE (NNTA)  
Valid for this purpose until \_\_\_\_\_

VISERT FOR \_\_\_\_\_ INNRISER  
Vised for \_\_\_\_\_ entries

DET KGL. TENRIKSDEPARTEMENT  
Royal Ministry of Foreign Affairs

STEMPEL OG UNDERSKRIFT/Stamp and signature

## ANNEX 14

**Issue of uniform visas at borders**

*This document corresponds to the Decision adopted by the Executive Committee on 26 April 1994 (SCH/Com-ex (94) 2)*

**ANNEX ON THE ISSUE OF UNIFORM VISAS AT BORDERS**

1. Article 12(1) of the Schengen Convention provides for uniform visas to be issued by the diplomatic and consular authorities of the Contracting Parties and, where appropriate, by the authorities designated under Article 17. Article 17(3)(c) provides in particular for the Executive Committee to take decisions relating to the issue of visas at borders.

Furthermore, the Common Manual (part II, point 5) stipulates that if 'for lack of time and for imperative reasons an alien has not been able to apply for a visa, the competent authorities may, in exceptional cases, issue him with a visa at the border for a short stay'.

The issue of visas in such cases is subject to a series of conditions in the Common Manual:

- the alien must hold a valid document entitling him to cross the border,
- he must satisfy the conditions laid down in Article 5(1)(a)(c)(d) and (e) of the Convention,
- he must submit documentary evidence of the existence of 'unforeseeable and imperative' reasons,
- his return to his country of origin or his transit to a third country must be guaranteed.

2. It clearly ensues from the above that visas are usually issued by the diplomatic posts and consular missions and that the issue of visas at borders therefore constitutes an exception for specific and duly justified cases.
3. Visas issued at borders may, on a case to case basis, depending on national rules and provided the abovementioned conditions are respected, be:
  - a uniform visa without restrictions on territorial validity,
  - a visa with restricted territorial validity within the meaning of Article 10(3) of the Schengen Convention.

In both of the above cases, the visa issued must not be valid for more than one entry. The validity of short-stay visas must not exceed 15 days.

4. An alien in a category of persons subject to consultation of the central authorities of one or more than one other Contracting Party shall not, in principle, be issued with a visa at the border, particularly taking into account the requirement for a minimum deadline for a reply of seven days.

Nevertheless a visa may be issued at the border for these categories of persons in exceptional cases. A visa of this kind may only be issued with territorial validity restricted to the State of issue. This visa may only be issued in the cases provided for under Article 5(2) of the Schengen Convention, namely on humanitarian grounds, in the national interest or on account of international obligations. The central authorities of the other Contracting Parties must be notified forthwith of the issue thereof.

5. The border control authorities shall issue the visas in accordance with national provisions. In practice, the visa may take the form of a Schengen visa sticker or a special stamp may be affixed.
6. Visas issued at borders must be recorded on a list. The Contracting Parties shall exchange these statistics once a month via the General Secretariat.

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## ANNEX 14a

**Fees to be charged in EUR corresponding to the administrative costs of processing the visa application**

*This document corresponds to Annex 12 to the Common Consular Instructions on Visas.*

**Fees to be charged in EUR corresponding to the administrative costs of processing the visa application <sup>(1)</sup>**

A. Airport transit visas	EUR 10
B. Transit visas (one, two or multiple entries)	EUR 10
C1. Very short-stay visas (maximum 30 days)	EUR 15 to EUR 25
C2. Short-stay visas (maximum 90 days)	EUR 30 + EUR 5 from the second entry, where the visa is valid for multiple entries
C3. Multiple entry visas, valid for one year	EUR 50
C4. Multiple entry visas, valid for maximum five years	EUR 50 + EUR 30 for each additional year
D. National long-stay visas	The amount shall be fixed by the Contracting Parties, who may decide to issue these visas free of charge.
— Visa with limited territorial validity	The amount shall be at least equal to 50 % of the amount fixed for category A, B and C visas
— Visas issued at the border	The amount shall be double that of the category of visa issued. These visas may be issued free of charge.
— Group visas, categories A and B (5 to 50 persons)	EUR 10 + EUR 1 per person
— Group visas, category C1 (30 days), one or two entries (5 to 50 persons)	EUR 30 + EUR 1 per person
— Group visas, category C1 (30 days), more than two entries (5 to 50 persons)	EUR 30 + EUR 3 per person

These fees are to be charged in EUR, in US dollars or in the national currency of the third country where the application is made.

*Rules*

- I. These fees shall be paid in a convertible currency or in the national currency on the basis of the official exchange rates in application.
- II. In individual cases, the amount of fees to be charged may be reduced or may be revoked in accordance with national law when this protects cultural interests, in the field of foreign policy, development policy or other areas of vital public interests.
- III. Group visas are issued in accordance with national law, for a maximum of 30 days.

<sup>(1)</sup> Text modified by Council Decision 2002/44/EC (OJ L 20, 23.1.2002, p. 5), see Article 3.

## ANNEX 14b

**List of visa applications requiring prior consultation with the central authorities, in accordance with Article 17(2)**

**CONFIDENTIAL**

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