



Embassy  
of the Federal Republic of Germany  
Singapore



**Embassy of the Federal  
Republic of Germany**  
Singapore Land Tower, #12-00  
50 Raffles Place  
Singapore 048623  
Tel: +65 6533 6002  
Fax: +65 6533 1132  
Email: [visa@sing.diplo.de](mailto:visa@sing.diplo.de)  
[Website](#)

## Tourist Visa

If you are a resident of Singapore and planning to travel to Germany as a tourist, you can apply for a Schengen tourist visa at the German Visa Application Centre:

**VFS Global Visa Application Centre** (79 Anson Road #15-02, Singapore 079906).

**An appointment is required for the submission of the application** [Website VFS](#)

Kindly note that the application **cannot be submitted earlier than 3 months before** the travel date.

Please make sure to submit all the documents on the list **with 1 copy** when you show up for your appointment. Applications with missing documents cannot be accepted.

Please note that the application has to be submitted **personally** (including minors), unless biometric data has already been taken in the last 59 months.

**Processing time:** The average time for a visa application is **5 working days**, but applicants are advised to leave at least 15 days between the appointment date and travel date as some applications/nationalities take longer for the Embassy to process.

**Fees:** the Visa fee of the Embassy is equivalent of EUR 80.00 in SGD, for children EUR 40.00 in SGD. Additionally, VFS charges a service fee of EUR 34.13 in SGD

**Each applicant must submit a separate and complete set of the documents.**

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1.	One <b>application form</b> duly completed and signed. <a href="#">Online application form</a> <b>1 photograph</b> according to biometric specifications, no more than 6-months old, 35–40mm in width, white background.	
2.	<b>Original passport</b> or travel document valid for at least 3 months after the intended date of departure from the territory of the Schengen area. The passport/travel document must contain at least two blank pages and was issued within the last 10 years. Provide previous Schengen visas within last 3 years and valid USA/UK visas if available.	
3.	<b>Proof of legal residence in Singapore</b> (Employment Pass / Permanent Resident card and <a href="#">re-entry permit</a> / Dependent Pass / Student Pass), valid for at least 1 month beyond the intended date of departure from the Schengen territory. Printout of your current Singaporean residence permits validity (no QR code).	
4.	<b>Original letter from employer or university for students:</b> confirming employment, duration of recruitment, status, income and upcoming leave and the holiday granted. If you are self-employed, provide current printout of BiZ-File issued by ACRA. <b>If unemployed:</b> sponsorship letter, sponsoring person employment letter, sponsoring person passport copy, marriage certificate (if married) / proof of relationship	
5.	A <b>flight reservation</b> or printout of your flight itinerary.	

6.	A <b>travel itinerary</b> including hotel reservation for the entire trip in the Schengen area.	
7.	<p><b>Schengen travel/medical insurance with following coverage:</b></p> <ul style="list-style-type: none"> <li>• Medical expenses and repatriation for at least EUR 30,000;</li> <li>• Valid for the entire Schengen area</li> <li>• Valid for the entire duration of stay in the Schengen area.</li> </ul> <p>The above must be mentioned on the insurance policy submitted, together with the name of the insured party. It is a requirement that claims against the insurance company are recoverable in a Member State. <i>Kindly note that insufficient proof of valid Travel Medical Insurance can lead to repatriation from the Schengen area</i></p>	
8.	<p><b>Proof of the applicant's financial circumstances:</b> Please submit a proper bank statement of the last 3 months with bank letterhead and the name of the account holder. <b>If you are sponsored by someone</b>, please also submit a signed sponsor letter, passport copy and account document of the sponsor as well as proof of the relationship.</p>	
	<b>Specific requirement for minor travellers (on top of the above mentioned documents)</b>	
9.	For minors (below 18), both parents must sign on the application form. If either one or both parents not travelling, a <b>consent letter</b> signed by the parent(s) not travelling is required. Passport copy of both parents.	
10.	For minor applicants intending to travel without their parents/legal guardians, the application has to be submitted by parents/legal guardians who must present the minor's <b>birth certificate</b> and give their <b>written consent</b> . If parents/legal guardians are not present in Singapore their written consent should be legalised by the relevant embassy, in the place of residence of the parents/legal guardians.	
11.	Students must provide <b>proof of enrolment</b> at a Singapore educational institution. Original letter from the school and a copy of the school pass.	

Further documentation may be requested in each individual case.