Checklist for family reunion long-stay (more than 90 days)

Only Indonesian citizens or foreign residents (KITAS holders) in Indonesia may apply for a visa with the Embassy of Switzerland in Indonesia. If you have a short-term visa (e.g. Social/Cultural Visit Visa) for Indonesia, you must apply for the visa in your country of residence.

The application will be forwarded to the competent Swiss authorities for their decision. The processing time is between 8 and 12 weeks, therefore the application must be submitted well in advance at the Swiss Embassy in Jakarta after obtaining an appointment with VFS Global. The application for family reunion may also be sent by mail. In order to receive all the relevant information, please contact the Embassy (jakarta.visa@eda.admin.ch) in advance if you wish to do so.

The Swiss authorities reserve the right to request additional documents and/or conduct personal interviews. The submission of a complete file does not guarantee the granting of a visa. In case of a visa refusal, the Embassy of Switzerland is not liable for any costs that might have occurred in the application process.

Required supporting documents

- Arrange all the supporting documents **as per the checklist order**.
- All the photocopies of the documents should be in **A4 size**.
- Do not staple documents together.

	DOCUMENTS TO BE SUBMITTED	✓	✗
1.	**Three (3) duly filled out, dated and signed visa application forms (National, type D)**. Please find the visa application form here. In case of minors, both parents must sign the visa application form. Incomplete forms will not be accepted. Please indicate your e-mail address as well as your contact phone number in case additional information is required.	☐	☐
2.	**Passport** • Duly signed passport, which is valid for at least six (6) months at the time of entry into Switzerland and with at least two empty pages. • Three (3) photocopies of the personal data and signature pages of the passport, including any previous Schengen/USA/UK visa.	☐	☐
3.	**Passport picture** Four (4) recent, color passport photos taken against a light-colored background. Please refer to photo requirements on our webpage.	☐	☐
4.	**For spouse**: • Original and one (1) copy of the police certificate, not older than six (6) months and valid for six (6) months with an Apostille from the Indonesian Ministry of Law and Human Rights. This Apostille must be translated into the Swiss national language of the future Canton of residence. • Original and two (2) copies of the marriage certificate translated into the Swiss national language of the future Canton of residence. In case of family reunion with Swiss spouse, submit a copy of the marriage certificate and make sure that the marriage has been duly registered in Switzerland. In case the family reunion in Switzerland is applied together with the marriage procedure and the applicant does therefore not have a marriage certificate yet, please refer to our webpage.	☐	☐
5.	**For children**: Original and two (2) copies of the birth certificate translated into the Swiss national language of the future Canton of residence.	☐	☐
6.	Two (2) copies of the Swiss passport or of the Swiss residence permit of the partner/parent living in Switzerland.	☐	☐
7.	Original and two (2) copies of a signed request from the partner/parent living in Switzerland that states the name and passport number of the applicant and the address and contacts of the partner/parent living in Switzerland.	☐	☐
8.	**For spouse of a non-Swiss citizen**: Proof of language skills. Find all the relevant information here.	☐	☐
9.	**For foreigners**: Original valid residence permit (KITAS) and one (1) copy.	☐	☐
10.	**Visa fees** (please refer to our webpage)	☐	☐