



**DOCUMENTS TO BE SUBMITTED - VISA FOR FAMILY REUNIFICATION  
WITH A NON-EU SPOUSE / PARENT IN BELGIUM**

Below, you will find the list of documents related to visa for family reunification with a non-EU spouse in Belgium (point A) as well as for family reunification of children with a non-EU parent (point B).

**A. Family reunification with a non-EU SPOUSE in Belgium**

- 1. Printed version of the visa application form** filled-in online on the application Visa On Web, signed and dated (2 originals) as well as **2 passport color photos** ;
- 2. International travel document/passport**, in which the visa can be issued and which is valid for at least 12 months (for ex. biometrical passport) ;
- 3. Proof of payment of the administrative tax** (2 copies); the administrative tax is payable per person and per application. The amount to be paid is **206 €** to the following bank account of the Federal Public Service (FPS) Interior, Immigration Office:

Beneficiary: **SPF Intérieur, Office des étrangers**, Boulevard Pacheco 44 - 1000 Bruxelles :

IBAN: BE57 6792 0060 9235

BIC: PCHQBEBB

Bank: BPOST SA, Centrum Monnaie (with no number), 1000 Bruxelles

The communication of the transfer must mandatorily mention the name, surname, date of birth and nationality of the applicant, according to the following structure: NameSurnameNationalityDDMMYYYY.

The amount that is being paid must cover the amount of the administrative tax AND the possible banking/transfer fees.

**We recommend applicants to pay this amount well in advance (at least 5 working days prior to the appointment).**

- 4. Proof of payment of the handling fee** (2 copies): **180 €** per applicant to be paid well in advance (at least 5 working days) PRIOR to the appointment to the bank account of the **Embassy of Belgium in Sofia**, bld. James Bourchier n°103, 1407 Sofia:

IBAN : BG09 BUIN 9561 1000 5946 32

BIC/SWIFT: BUINBGSF  
Banque : Allianz bank, Bld. James Bourchier n°71, 1407 Sofia

Communication of the transfer : Name-Surname-Nationality-Date of birth-  
Reason : Visa Article 9 Loi15.12.1980

The amount that is being paid must cover the amount of the handling fee AND the possible banking/transfer fees.

**On the day of the appointment, the visa application will NOT be accepted and it will therefore not be registered if the full amount is not visible in the bank account mentioned above. A new appointment will have to be fixed for the applicant to come back and file his/her visa application again at the Embassy.**

5. **Residence permit of the spouse in Belgium** (2 copies);
6. **Applicant's birth certificate** (1 original + 2 copies);
7. **Marriage certificate** (1 original + 2 copies);
8. **Proof of the dissolution of the previous marriage, or a certificate of death** of the previous spouse, in case this is a second marriage for the applicant or for the spouse in Belgium (1 original + 2 copies); this document must be provided as long as this information is not already mentioned in the national Register;
9. **Medical certificate** in accordance with the template available on the web site of the Immigration Office ([Medical Certificate.pdf \(ibz.be\)](#)) (1 original + 2 copies);

For Albania and North Macedonia: the Embassy of Belgium does not have a list of accredited doctors. The applicant may choose a doctor of his/her choice, and have the documents then legalized by relevant Albanian/North Macedonia authorities.

Kosovo: the medical certificate has to be filled-in by one of the doctors approved by the Embassy; please contact the Embassy of Belgium in Pristina in order to receive the contact details of the accredited doctors ([pristina@diplobel.fed.be](mailto:pristina@diplobel.fed.be); +383 38 518 918). The medical certificate shall then have to be legalized by the Embassy of Belgium in Pristina (20 € per document). No need for legalization by Kosovar Authorities.

10. **Certificate of no previous criminal convictions** (excerpt of the criminal record or certificate of good conduct) (1 original and 2 copies);
11. **Proof that the person to be joined has a health insurance** that will cover the applicant upon arrival in Belgium :
  - mutual insurance certificate (2 copies); or
  - travel medical insurance covering risks in Belgium for minimum 3 months (minimum coverage: 30.000 €) (2 copies);
12. Proof that the person to be joined has an **accommodation, which is sufficient** for his/her family :

- ownership title related to the accommodation where the person to be joined in Belgium has his/her main residence (2 copies); or
- lease agreement duly registered with the Ministry of Finance (“Bewijs van Registratie/Relation d’Enregistrement” which is to be found on [www.myrent.be](http://www.myrent.be)) + description of the accommodation (if not included in the contract) (2 copies).

The address mentioned on these documents must be the same as the one mentioned in the National Register.

**13. Proof of stable, regular and sufficient financial resources** (minimum **2048.53 €** netto/month) of the person to be joined (2 copies):

- employees and workers must provide salary slips/statements covering a period of at least 12 months + employment contract;
- for self-employed (physical person or leader of a company), please check the conditions on <https://dofi.ibz.be/en/moyens-de-subsistance-stables-reguliers-et-suffisants/sponsor-self-employed>

**Important remarks:**

- a) Unless stated otherwise above, all official documents (including medical certificate except for Kosovo) are to be legalized/apostilled by the relevant official authority:

For Albania: Ministry of Foreign Affairs; more information on <https://www.hcch.net/en/states/authorities/details3/?aid=305>).

For North Macedonia: First Instance Courts of North Macedonia; more information on <https://www.hcch.net/en/states/authorities/details3/?aid=320>

For Kosovo: Ministry of Foreign Affairs; more information on <https://www.hcch.net/en/states/authorities/details3/?aid=1040>

For Bulgaria: Ministry of Foreign Affairs; more information on <https://www.hcch.net/en/states/authorities/details3/?aid=312>

- b) All official documents have to be translated into French, Dutch, or German by a sworn translator, then both the original and the translation have to be legalized/**apostilled by a separate apostille each**. A translation of an apostille is not considered a separate apostille.
- c) In case of multilingual form (for instance Albanian/English), this document does not need to be translated.
- d) Official documents (from your country of origin or from Belgium) submitted with the visa application **cannot be older than 6 months** as from the date of the appointment for the submission of the visa application.
- e) Documents listed above should be submitted according to the listing order. Originals have to be provided when requested, together with the indicated number of copies. Copies must immediately follow the originals.

f) **Specific provisions for Family reunification with spouse in Belgium who has been granted a D visa based on a single permit/professional card less than 6 months ago**

If the visa application is submitted simultaneously or within 6 months after the issuance of a D visa to the holder of a single permit/professional card and if the family has already existed by the time when the Immigration Office has granted the single permit/professional card, then the applicant **can submit other documents** than the ones listed above in relation to accommodation, financial resources and health insurance:

- Proof that the person to be joined has or will have an **accommodation, which is sufficient** for his/her family (ownership title or lease agreement; work contract with provisions related to accommodation, the commitment of the employer, temporary lease agreement, (appart-)hotel reservation...) (2 copies);
- proof of **stable, regular and sufficient financial resources** of the person to be joined (work contract mentioning the future salary, salary attest from the employer....) (2 copies);
- proof of **health insurance**: the person to be joined in Belgium can submit any document showing that he/she has a health insurance.

In such a case, the applicant does not have to wait until the moment his/her spouse will obtain his/her residence permit (Card A).

Instead, the applicant must submit the single permit decision of the spouse (Annex 46 or 47)/positive decision granting the professional card.

**B. Family reunification with a non-EU PARENT (father/mother) in Belgium – Children under 18 years old**

***Children under 18 years old do NOT pay administrative tax.***

- 1. Printed version of the visa application form** filled-in online on the application Visa On Web, signed and dated (2 originals) as well as **2 passport color photos** ;
- 2. International travel document/passport**, in which the visa can be issued and which is valid for at least 12 months (for ex. biometrical passport) ;
- 3. Proof of payment of the handling fee** (2 copies): . **180 €** per applicant to be paid well in advance (at least 5 working days) PRIOR to the appointment to the bank account of the **Embassy of Belgium in Sofia**, bld. James Bouchier n°103, 1407 Sofia:

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Communication of the transfer : Name-Surname-Nationality-Date of birth-Reason : Visa Article 9 Loi15.12.1980

The amount that is being paid must cover the amount of the handling fee AND the possible banking/transfer fees.

**On the day of the appointment, the visa application will NOT be accepted and it will therefore not be registered if the full amount is not visible in the bank account mentioned above. A new appointment will have to be fixed for the applicant to come back and file his/her visa application again at the Embassy.**

- 4. Residence permit of the parent in Belgium** (2 copies);
- 5. Applicant's birth certificate** (1 original + 2 copies);
- 6. Parental authorization:** in case the child is joining alone his/her parent in Belgium, the child and the parent in Belgium must explicitly be authorized to do so, either by the parent staying in the country of origin (notarized parental authorization) or by a court decision (1 original + 2 copies).
- 7. Medical certificate** in accordance with the template available on the web site of the Immigration Office ([Medical Certificate.pdf \(ibz.be\)](#)) (1 original + 2 copies);

For Albania and North Macedonia: the Embassy of Belgium does not have a list of accredited doctors. The applicant may choose a doctor of his/her choice, and have then the documents legalized by relevant Albanian/North Macedonia authorities.

Kosovo: the medical certificate has to be filled in by one of the doctors approved by the Embassy; please contact the Embassy of Belgium in Pristina in order to receive the contact details of the accredited doctors

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- 8. Proof that the person to be joined has a health insurance** that will cover the applicant upon arrival in Belgium :
- mutual insurance certificate (2 copies); or
  - travel medical insurance covering risks in Belgium for minimum 3 months (minimum coverage: 30.000 €) (2 copies);
- 9. Proof that the person to be joined has an accommodation, which is sufficient** for his/her family :
- ownership title related to the accommodation where the person to be joined in Belgium has his/her main residence (2 copies); or
  - lease agreement duly registered with the Ministry of Finance ("Bewijs van Registratie/Relation d'Enregistrement" which is to be found on [www.myrent.be](http://www.myrent.be)) + description of the accommodation (if not included in the contract) (2 copies).

The address mentioned on these documents must be the same as the one mentioned in the National Register.

- 10. Proof of stable, regular and sufficient financial resources** (minimum **2048.53 €** netto/month) of the person to be joined (2 copies):
- employees and workers must provide salary slips/statements covering a period of at least 12 months + employment contract;
  - for self-employed (physical person or leader of a company), please check the conditions on <https://dofi.ibz.be/en/moyens-de-subsistance-stables-reguliers-et-suffisants/sponsor-self-employed>

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For Kosovo: Ministry of Foreign Affairs; more information on <https://www.hcch.net/en/states/authorities/details3/?aid=1040>

For Bulgaria: Ministry of Foreign Affairs; more information on <https://www.hcch.net/en/states/authorities/details3/?aid=312>

- b) All official documents have to be translated into French, Dutch, or German by a sworn translator, then both the original and the translation have to be legalized/**apostilled by a separate apostille each**. A translation of an apostille is not considered a separate apostille.

- c) In case of multilingual form (for instance Albanian/English), this document does not need to be translated.
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If the visa application is submitted simultaneously or within 6 months after the issuance of a D visa to the holder of a single permit/professional card and if the family has already existed by the time when the Immigration Office has granted the single permit/professional card, then the applicant **can submit other documents** than the ones listed above in relation to accommodation, financial resources and health insurance:

- Proof that the person to be joined has or will have an **accommodation, which is sufficient** for his/her family (ownership title or lease agreement; work contract with provisions related to accommodation, the commitment of the employer, temporary lease agreement, (appart-)hotel reservation...) (2 copies);
- proof of **stable, regular and sufficient financial resources** of the person to be joined (work contract mentioning the future salary, salary attest from the employer....) (2 copies);
- proof of **health insurance**: the person to be joined in Belgium can submit any document showing that he/she has a health insurance.

In such a case, the applicant does not have to wait until the moment his/her parent will obtain his/her residence permit (Card A).

Instead, the applicant must submit the single permit decision of the parent (Annex 46 or 47)/positive decision granting the professional card.