



## SCHENGEN VISAS FOR ATHLETES

### **Following are the requirements for visiting athletes who wish to participate in sports competitions or travel for promotional activities**

For athletes who are residents of Jamaica, the Cayman Islands and Turks & Caicos and wish to apply for a maximum of 90 days within 12 months with Germany as their **main** destination.

For athletes who are residents of Jamaica applying for a maximum of 90 days within 6 months with Estonia, Finland, Iceland or Italy as their **main** destination.

### **Where and how to apply**

Your visa application must be submitted in person. You are required to make an online visa appointment which may be booked as early as 6 months in advance, but should not be scheduled later than 15 days prior to your travel date to ensure sufficient time to process your application. Please schedule your appointment free of charge [here](#). Once you have made the visa appointment you will receive a confirmation email showing the date and time. Please note that your appointment will be cancelled if you miss your assigned slot.

### **Required documents**

Only complete applications with **original** documents and a copy of all original documents can be accepted. **The Embassy reserves the right to ask for further supporting documents and/or information.** Each applicant has to furnish his/her own complete application file with all relevant documents. All documents submitted in Estonian, Finnish, Icelandic or Italian have to be translated into German or English by an officially recognized translator.

- one completed and signed visa application form. Please find the relevant form [here](#).
- Valid passport. The passport has to be issued within the previous ten years and has to have at least two empty pages available. The passport must be valid for at least three months longer than the intended stay in the Schengen territory. Please include previous passports, either valid or cancelled. Where applicable, submit work / residence permit that is valid at least until your return to your place of residence.
- a copy of all previously issued Schengen visas, including the pages with the entry and exit stamps from the Schengen area
- two recent and biometric passport size photographs. Please do not attach to the application form and check the requirements for photographs [here](#).
- Travel health insurance with Schengen-wide coverage for medical, emergency and repatriation expenses specifically for athletes. The minimum coverage has to be at least €30,000 and your insurance has to have a representative office in one of the Schengen states. Upfront coverage with minimal deductible is required.  
- **If you already have adequate travel health insurance, please present a confirmation letter for the German Embassy from your health insurance provider.**
- **a signed letter** from your association/manager/promoter and/or the inviting association/club that includes

Address:  
10 Waterloo Road  
Kingston 10  
Jamaica W.I.

Mail:  
P.O.Box 444  
Kingston 10  
Jamaica W.I.

Telephone: ++1 876 926 6728/9  
++1 876 631 7935/6  
consular phone hours:  
Mo-Fr: 7:30 a.m. - 8:30 a.m.  
Mo-Th: 12:00 p.m. - 1 p.m.

[info@kingston.diplo.de](mailto:info@kingston.diplo.de)  
[www.kingston.diplo.de](http://www.kingston.diplo.de)

Opening hours:  
Monday - Friday  
8.30 a.m. - 11.30 a.m.

- clear information **on the institution or person financing your travel and accommodation arrangements**,
  - detailed information on **the purpose of your trip**,
  - a list of **all visiting athletes** and accompanying staff (names, specific function etc.) and
  - **an exact itinerary** with dates and venues including off days.
- o **hotel** reservations
  - o **confirmed flight itinerary** (Please **do not purchase** a ticket before the visa is actually granted!)

## Additional documents for specific cases

### If your manager/promoter is sponsoring your trip:

- o Documents confirming sufficient funds are available for the trip:
  - **for Germany:** the original of a **Formal Obligation (“Verpflichtungserklärung”)** from your promoter/manager as well as a **copy of your promoter/manager’s valid passport** and if applicable, his/her valid resident permit for Germany. The Formal Obligation has to be obtained from the alien authority in the city of residence of your sponsor in Germany. If he/she resides outside of Germany, the Formal Obligation has to be obtained from the relevant German Embassy in that country (for details please contact the relevant Embassy directly.)
  - **for Estonia, Finland, Iceland and Italy:** the **original invitation/formal obligation letter of your promoter/manager with a certified signature**. Please include current bank statements **to include exact figures and balances** and a certified passport copy of your sponsor and if applicable, his/her valid resident permit in Estonia, Finland, Iceland or Italy.

## Visa Fees

Visa fees are **non-refundable** and **payable ONLY**

- **in US-Dollars cash** according to the exchange rate of the Embassy **OR**
- **by credit card** which is billed in Euros (Mastercard or Visa only) and **the credit card holder has to be present**.

**Visa fees** are calculated from €80.00 for applicants who are 12 years or older and €40.00 for children 6 to 11 years of age. Visa Fees are waived for children under the age of 6 years, spouses and children of German or other EU-citizens and parents of German or other EU minors. In these cases, please include a copy of the marriage or birth certificate and the German or EU-passport of the relevant person.

The Embassy does **not accept** US\$50.00 or US\$100.00 bills. The bills accepted cannot be older than 2000 and have to be in good condition, not torn or damaged in any way.

## Processing time

The processing time is normally fifteen (15) working days but may take up to forty-five (45) working days in individual cases.

Passports may be **collected** during the opening hours of the visa section. For a pick-up by a third party, please ensure that the bearer has a signed and dated authorisation from you. In order to have the passport delivered **to you by courier**, please submit a signed “Declaration of Waiver and Hold Harmless” (annex 1) with your visa application. The Embassy will have it sent to your Jamaican address C.O.D. by inland courier. Residents of the Cayman Islands and the Turks and Caicos Islands are kindly asked to leave a passport copy with the Embassy and may send their passport together with a prepaid Air Way Bill for a courier service of their choice in case they wish to return to their place of residence before their visa application has been processed.

**The applicant is obliged to provide all information to the best of his/her knowledge and belief. If he/she knowingly furnishes false or incomplete information and/or provides false or falsified documents, the visa application will be refused.**

Address:  
10 Waterloo Road  
Kingston 10  
Jamaica W.I.

Mail:  
P.O.Box 444  
Kingston 10  
Jamaica W.I.

Telephone: ++1 876 926 6728/9  
++1 876 631 7935/6  
**consular phone hours:**  
Mo-Fr: 7:30 a.m. - 8:30 a.m.  
Mo-Th: 12:00 p.m. – 1 p.m.

Fax: ++1 876 620 5457

[info@kingston.diplo.de](mailto:info@kingston.diplo.de)  
[www.kingston.diplo.de](http://www.kingston.diplo.de)

Opening hours:  
Monday - Friday  
8.30 a.m. - 11.30 a.m.