



KEDUTAAN SWITZERLAND

<https://www.eda.admin.ch/eda/de/home.html>

JAKARTA

ADDRESS

Jl. H.R. Rasuna Said Kav. X3-2, Kuningan, Jakarta Selatan

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Email : jakarta.visa@eda.admin.ch

Website : <https://www.eda.admin.ch/jakarta>

Biometric and Interview : Swiss Visa Application Center, Kuningan City Mall Lt.1, Jl. Prof.Dr.Satrio Kav.18, Setiabudi, Kuningan, Jakarta



OFFICE HOURS

Monday – Friday : 08:30 – 16.00

Closed on Saturdays, Sunday & Indonesian public holidays

DIRECTION

<https://goo.gl/maps/pfmZbXS2FxCkCph4b7>

PERSYARATAN :

VISA KUNJUNGAN WISATA

1. [Filling Visa Form](#)
2. [Itinerary Form](#)
3. [Making Appointment](#)
4. Passport validity of minimum 6 months from estimated arrival date.
5. Newest Photo with 3,5 x 4,5 size = 2 sheets, with white background, using photo paper with good quality and clear proportional face when zoomed 70%
6. Sponsorship letters in English from company where applicant works. Sponsorship letter must include Department Ranks, Start Working Date, Salary and Departure arrival date
7. If there is more person/family joining the trip please put name and status on the letter.
 - Copy of SIUP (Owner) and in English and NPWP must be added if the applicant is General Manager, Director, President Director or Commissioner
 - If the applicant is business owner and not having official letterhead then please type the letter in English with company's stamp and attach copy of NPWP and SIUP(Owner) in English
 - If the applicant is getting sponsor from his/her child, please attach copy of birth certificate. This can prove the relationship with the child. → In English

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- If the applicant is getting sponsor from in law, please attach copy of child married certificate and birth certificate to prove the relationship → In English.
- If the applicant is retired, the letter can be written on paper In English and signed
- 8. Copy of last 3 months salary slip
- 9. Copy of Last 3 Months of applicant's bank statements (with clear name and account number, until last transactions) minimum IDR. 50 Millions/ person
- 10. Copy of last 3 months Bank statements
- 11. Copy of Family Card (KK)
- 12. If the passport name is different from applicant data, the applicant can attach copy of Certificate of Change of Name (Surat Ganti Nama) In → English
- 13. Copy of Marriage Certification (Akte Nikah)
- 14. If applicant's child is joining the trip and still actively school, then you can attach
 - Copy of Student Card (Kartu Pelajar)
 - Copy of School letter of Confirmation (Surat Keterangan Sekolah Asli) in English
 - Copy of Birth Certificate (Akte Kelahiran)
- 15. Include SIUP and tax company invoice for owner of business
- 16. If there is applicant's child in Swiss, please attach copy of passport, visa, birth certificate (akte lahir) and invitation
- 17. If there is invitation letter from company or family in Swiss, they must email to jak.vertretung@eda.admin.ch / jak.visa@eda.admin.ch
- 18. Print out of reservation tickets. If there are any trip besides Swiss, applicant must include reservation proof (flight domestic / train ticket / bus ticket)
- 19. Hotel Confirmation must include with official letterhead. If stay on Apartment, include contract proof or ownership letter on apartment (tax invoice payment)
- 20. Travel Insurance which valid on Europe and uang pertanggungan USD 50.000 or EURO 30.000 (≤ 15 Days Cover 30 Day) (≥ 15 Days Cover 45 Day). Travel Insurance is required to cover covid-19.
- 21. Form is filled and signed by applicant. For the child who doesn't have an Resident Identity Card (KTP), the form signed by both of his/her parents
- 22. All documents must use A4 Paper, except sponsorship letter, School letter of Confirmation or original letter from government or any agency.

Jenis Visa	Harga*	Proses
Tourist / Business	IDR 2.100.000	7-14 Hari

CATATAN :

- Above Prices Are Subject To Change At Any Time Without Prior Notice
- Prices Do Not Include VAT 1%
- [Switzerland Visa Form](#)
- [Itinerary Form](#)
- [Appointment Visa Swiss](#)
- The duration of the visa process is calculated after all the document requirements are fully received.
- For Foreign passport can't be processed in Indonesia but can be process at issued country.
- For business visa, applicant must include invitation with official letterhead company in Spain
- No refund if there is cancellation from applicant or rejected by Embassy.
- The succeed of visa granted is full authority of the Embassy.
- Visa prices and conditions can change anytime without prior notice following Embassy regulations

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Update :

- In connection with the reopening of the Swiss border, it is also possible to apply for all categories of visas. However, there is an additional requirement in the form of a vaccine certificate that must be attached when applying for a visa.
- Vaccines accepted by Switzerland:
 - Pfizer/BioNTech
Name of vaccine: Comirnaty®
Origin of manufacturer: United States and Germany
Vaccine type: mRNA vaccine
 - Moderna
Name of vaccine: COVID-19 Vaccine Moderna®
Origin of manufacturer: United States
Vaccine type: mRNA vaccine
 - AstraZeneca
Origin of manufacturer: UK
 - Curevac
Origin of manufacturer: Germany
Vaccine type: mRNA vaccine
 - Novavax
Origin of manufacturer: United States

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- Vaccines accepted by the EMA (European Medicines Agency)
 - Comirnaty
Marketing-authorization holder : BioNTech Manufacturing GmbH
 - Spikevax (previously COVID-19 Vaccine Moderna)
Marketing-authorization holder : Moderna Biotech Spain, S.L.
 - Vaxzevria (previously COVID-19 Vaccine AstraZeneca)
Marketing-authorization holder : AstraZeneca AB
 - COVID-19 Vaccine Janssen
Marketing-authorization holder : Janssen-Cilag International NV

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- Vaccines accepted by WHO:
 - Oxford/AstraZeneca COVID-19 vaccine (AZD1222)
 - Janssen Ad26.CoV2.S
 - Moderna mRNA-1273
 - Pfizer-BioNTech COVID-19 mRNA
 - Sinopharm/China National Pharmaceutical Group.
 - Sinovac-CoronaVac
 - Note: For children under 18 years who have not been vaccinated, they must first email to the embassy to get confirmation. And the vaccine certificate must include:
 - Personal data of individuals who have been vaccinated (at least surname, first name and date of birth),
 - Date of vaccination, number of vaccine doses,
 - The name of the vaccine ingredient,
 - The name of the disease the vaccine is fighting against,
 - The name and address of the individual/institution responsible for the implementation of the vaccination.
 - If the certificate is in Indonesian, the document must be translated into English.

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