

**GUIDELINES FOR APPLYING FOR A VISA FOR THE
XVIII INTERNATIONAL AIDS CONFERENCE (AIDS 2010)**

Visa applications must be submitted to the authorities by 1 June 2010.

Who needs a visa?

To enter Austria you need a [Schengen visa](#) if you are a national of one of the following countries:

- A** Afghanistan, Albania, Algeria, Angola, Armenia, Azerbaijan
- B** Bahrain, Bangladesh, Belarus, Belize, Benin, Bhutan, Bolivia, Bosnia-Herzegovina, Botswana, Burkina-Faso, Burundi
- C** Cambodia, Cameroon, Cape Verde, Central African Republic, Chad, China, Colombia, Comores, Congo (Republic), Congo (Democratic Republic), Cote d'Ivoire, Cuba
- D** Djibouti, Dominica, Dominican Republic
- E** Ecuador, Egypt, Equatorial Guinea, Eritrea, Ethiopia
- F** Fiji
- G** Gabon, Gambia, Georgia, Ghana, Grenada, Guinea, Guinea-Bissau, Guyana
- H** Haiti
- I** India, Indonesia, Iran, Iraq
- J** Jamaica, Jordan
- K** Kazakhstan, Kenya, Kiribati, Korea (Democratic People's Republic, North), Kuwait, Kyrgyzstan
- L** Laos, Lebanon, Lesotho, Liberia, Libya
- M** Macedonia, Madagascar, Malawi, Maldives, Mali, Marshall Islands, Mauritania, Micronesia, Moldova, Mongolia, Morocco, Mozambique, Myanmar
- N** Namibia, Nauru, Nepal, Niger, Nigeria
- O** Oman
- P** Pakistan, Palestine, Palau, Papua New Guinea, Peru, Philippines
- Q** Qatar
- R** Russian Federation, Rwanda
- S** Samoa, Sao Tome & Principe, Saudi Arabia, Senegal, Sierra Leone, Solomon Islands, Somalia, South Africa, Sri Lanka, Sudan, Suriname, Swaziland, Syria, St. Lucia, St. Vincent & Grenadines
- T** Taiwan, Tajikistan, Tanzania, Thailand, Togo, Tonga, Trinidad & Tobago, Turkey, Turkmenistan, Tuvalu
- U** Uganda, Ukraine, United Arab Emirates, Uzbekistan
- V** Vanuatu, Vietnam
- Y** Yemen
- Z** Zambia, Zimbabwe

Where do I apply?

You need to apply at the Schengen embassy or consulate responsible for your country. Where there is no Austrian embassy or consulate you will need to apply at another designated Schengen country embassy or consulate. To check where you should apply, please refer to:

<http://www.bmeia.gv.at/en/foreign-ministry/service/austrian-representations-in-german.html>.

Please make contact with the appropriate embassy or consulate as soon as possible to ensure that you have all the information required in advance.

What do I need to do and submit?

Application process

You need to appear in person and submit a completed visa application at the competent Austrian Embassy/Consulate or the Schengen Embassy/Consulate representing Austria.

You may be required to have an appointment with the Embassy time, therefore you should check with the office in advance.

Documents

You should submit the following documents:

- Schengen visa application form
- Valid passport with at least two blank pages (validity should extend at least three months after the intended date of departure from the territory of the Schengen state)
- Proof of adequate travel insurance (minimum of medical coverage EUR 30,000 comprehensive accident and medical insurance, valid for all Schengen countries, validity must exceed validity of the visa, insurance company must be re-insured in Austria or other EU member states)
- Conference [Letter of Invitation](#)
- Flight and accommodation reservation proof
- Proof of activities in organization and information about the organisation (if available)
- Proof of income/financial means (Recent bank statement, last payslip, study grant, Scholarship Award Letter, etc)
- Documentation of social standing (letter from employer, church, community organization, doctor, school, Police registration, employment contract, tenancy agreement, etc)

You must lodge your application at least 6 weeks before your intended arrival in the Schengen zone but no earlier than three months before your arrival.

The embassy/consulate will receive a list of participants from the conference registration department and will check your details against this. The details included are first name, family name, date of birth, gender, nationality, passport number and date of issue, organization, and registration status. Please ensure the details you provide the conference are the same as those on your passport.

How long will the application take to process?

The processing time for your application will take at least 3 working days provided you lodge all the supporting documents. However, for some countries (see below) the processing time takes up to several weeks. Please note that the visa cannot be issued on the same day. Please apply well in advance for your visa.

Nationals from the following list of countries should allow several weeks for the processing of the application from the date of appointment/receipt of documents: Afghanistan, Bangladesh, Belarus, Burundi, Democratic Republic of Congo, Egypt, Equatorial Guinea, Ghana, Indonesia, Iran, Iraq, Jordan, Kazakhstan, Lebanon, Libya, Liberia, Moldova, Mauretania, Nigeria, North Korea, Palestine, Pakistan, Philippines, Qatar, Rwanda, Saudi Arabia, Somalia, Sudan, Syria, Togo, United Arab Emirates, Vietnam (not for service and diplomatic passports), Yemen, all holders of Travel Documents for stateless persons and refugees.