



**CONSULATE GENERAL OF THE FEDERAL REPUBLIC OF GERMANY**  
**92-A/7, Block-V, Clifton, Karachi.**  
**Visa Section Contact Details**

Telephone (+92 21) 3587 3782-3 / 3582 1596

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**EMBASSY OF THE F. R. OF GERMANY**  
**Ramna 5, Diplomatic Enclave, Islamabad, PAKISTAN**

**Postal Address: P.O. Box 1027, Islamabad, PAKISTAN**

**Tel: (0092-51) 227 9430 - 35 (24 hours; except visa enquiries)**

**Fax: (0092-51) 227 9436**

**Visa:**

**Tel: (0092-51) 227 9441 (for appointments only;**

**Mo. - Fr. 8:30 - 13:00 hrs & Tue. - Thu. 14:00 - 15:00 hrs)**

**(0092-51) 227 9430 - 35, Ext. 403 and 411**

**Fax: (0092-51) 227 8917**

**E-mail: [pregrem@isb.paknet.com.pk](mailto:pregrem@isb.paknet.com.pk)**

**Website: [www.islamabad.diplo.de](http://www.islamabad.diplo.de)**

**Updated: 13-Jan-14**

**From May 10<sup>th</sup> till 30<sup>th</sup> July process time will be 25 days**

For Islamabad you have to take an appointment for an interview

**BUSINESS VISA REQUIREMENTS:**

If Child Applying With/Without Parents birth certificate required (updated 13.07.2011)

- 1- Covering Letter.
- 2- Invitation letter "One Fax copy to be send directly to the Embassy"
- 3- For conference required entry pass (**Original documentation required-compulsory**) w.e.f. 21 Jan 2010...
- 4- Three Photos with a white back ground non glossy paper.
- 5- Personal Bank Statement last 6 Months.
- 6- Company Bank Statement last 6 Months.

- 7- Copies of NTN, Chamber's Certificate, Import Export License and Company Registration.
- 8- Insurance
- 9- Credit cards copies
- 10- Confirmed hotel reservation.
- 11- Ticket.
- 12- I.D card copy.
- 13- Copy of "B" Form for accompanying children and birth certificate and school card
- 14- Personal Appearance for visa submission for all categories.
- 15- Original passport required with previous passports**

## **TOURIST VISA REQUIREMENTS**

Same as above, without the Invitation and hotel reservation should not be made via HRS

**Processing time 15-20 working days for the approval of visa from the immigration.**

## **FAMILY VISA REQUIRMENTS**

Same as above and additional document as under:

- Official Invitation from the sponsor/relative (according to rule number 66, 67, 68 German Foreigner's Act), certified by the appropriate Foreigner's Authority (Auslanderbehörde) at sponsor's place of residence + Security Deposit in Germany amounting to 2.000 Euros per person

## **TRANSIT VISA REQUIREMENTS**

- 1- Ticket
- 2- Valid onward visa in the passport

**Processing time 4 to 5 working days.**

Office hours: (Monday to Friday) from 08:30 am to 11:00 am

Delivery hours: (Monday to Friday) from 12:00 pm to 13:00 pm

### **Heim Tex details**

Additional documents required along with the existing requirements to obtain the visa for Heim Tex only.

1. Copy of receipt of the payment of booking of stall in Heim Tex
2. The confirmation with the SITE plan of the stall from Germany
3. Invitation letter by Heim Tex organization for every individual by name
4. For Heim Tex visitor, Heim Tex invitation card is mandatory.

### **Hanover Fair details**

Additional documents required along with the existing requirements to obtain the visa for Hanover only.

5. Copy of receipt of the payment of booking of stall in Heim Tex
6. The confirmation with the SITE plan of the stall from Germany
7. Invitation letter by Hanover organization for every individual by name
8. For Hanover visitor, Hanover invitation card is mandatory.

### **REQUIRED INFORMATION FOR VISA PROCESSING:**

- 1- NAME OF WIFE, DATE & PLACE OF BIRTH AND NATIONALTY.
- 2- NAME OF MOTHER
- 3- RESIDENCE TEL : NUMBER
- 4- MONTHLY INCOME
- 5- DATE JOINING OF EMPLOYER OR START OF BUSINESS  
CHILDRENS NAME, DATE AND PLACE OF BIRTH

**The Consulate General is closed at the following German and Pakistani holidays:**

01 January 2011 - New Year

22 April 2011 - Good Friday

25 April 2011 - Easter Monday

01 May 2011 - Labour Day

02 June 2011 - Ascension Day

13 June 2011 - Whit Monday

14 August 2011 - Independence Day

02 September 2011 - Eid-ul-Fitr\*

03 October 2011 - German National Day

08 November 2011 - Eid-ul-Azha\*

25 December 2011 - Christmas

26 December 2011 - Christmas

\* *depending on the moon*