

Date,

To,

The Honourable Consulate,

Austrian Embassy, New Delhi

Through: VFS Global, Bengaluru

Sub: Application for short term tourist Schengen Visa from Trip start date to Trip end date
(Self-sponsored).

Dear Visa officer,

I. Mr./Ms _____, holding an Indian Passport Number _____, currently employed at Company Name, as a Designation, with gross monthly salary of Rs____, attaching my salary certificate and last 3 month bank statements for your kind reference as a proof of my income and financial stability to meet my family's trip expenses. My leaves are approved for the duration of the trip, and I'll resume my office duties from Date.

Please accept my application for Schengen visa for tourism, to cover my planned trip to Austria, and Italy, from start date to End Date. I'm applying through your honourable consulate as Austria will be my main destination. I will be staying in the Schengen area throughout my trip.

I'll be travelling with my spouse and daughter and I will be sponsoring the trip.

Spouse	Daughter
Spouse Name	Kid's name
Passport Number	Passport Number

Tourism is the purpose of our visit: To see and explore the city as well as the beautiful countryside destinations like Gosau, Hallstat, Salzburg, Vienna, Bolzano, dolomites, and Milan.

In support of my visa application, attached herewith are the following documents:

1. Accomplished application form for Schengen visa with photo
2. Round trip confirmed flight ticket (Flight details).
3. Detailed Itinerary
4. Intercity train tickets and car rental reservations
5. Proof of accommodations
6. Proof of employment
7. Proof of income Last three months' salary slip
8. Last three years' income tax return (ITR).
9. Bank statements of account for last three months.
10. Credit card latest statement.
11. Indian stocks and mutual fund investment.
12. Proof of identity and marital status (photocopy of passport, pan card and marriage certificate)
13. Insurance policy covering the entire period of stay
14. Photocopy of the previous visas and passport pages with entry and exit stamps.

I trust that you will find everything in order, and I remain at your disposal for any further information you may need. I look forward to a favourable response to my visa application.

Sincerely,

Vipul Vaibhav

Phone Number

Email Address