



National Visa „Vander Elst“

1. Free movement of service

According to EU-regulations concerning the free movement of service, companies based in a member state of the EU (e.g. Estonia) may send employees into other EU-member states (e.g. Germany) in order to render service without having to acquire a working permit. Please note that transfers between branches of a company are not covered by this exception.

There is still the necessity of a visa application beforehand in case the citizen to be sent has a nationality which is required to apply for a visa in case of entering the territory of the Federal Republic of Germany. When granted, the visa will only be valid for rendering the service specified in the application.

A primary prerequisite for the free movement of service is a working contract between the employee and the sending company. Furthermore, the definition of the term “sending” requires a working stay in the country of application before entering the country in which the service are to be rendered. In addition, just lending staff is not covered by the Vander Elst-visa. Therefore a specific project is required and the workers being sent must receive their commission/contract from the sending country. Failing to provide information to make the required circumstances credible will result a denial of the application.

2. Fees and process

Please note, that the visa application must be made **in person** and will be accepted only **if all required documents are submitted according to our regulations**. To apply for a visa it is necessary to book an appointment via email (info@tallinn.diplo.de)

Each submitted **document in original** has to be accompanied **by two copies**. Documents in foreign languages have to be **provided with a certified translation into German**.

The fee for processing the visa application is **75,00 Euro**. This amount has to be paid in **cash**. Thus, a refund in case of withdrawal the application or upon denial is not possible.

3. Required documents

Please make sure that you provide a complete form and all additional documents required. Incomplete applications will not be considered!

Each submitted document in original has to be accompanied by two copies:

- 2 application forms (and declaration in accordance with section 54 (2) No. 8 i.V.m. § 53 of the Residence Act) <https://tallinn.diplo.de/>
- 2 recent biometric passport photographs (45x35mm)
- Your national passport; validity of which has to exceed your stay by at least six month; issued not earlier than 10 years ago (original + 2 copies of all pages with records)
- Sufficient proof for your stay in Estonia and work permit for Estonia, valid long enough to allow your return from Germany to Estonia after rendering the services (original + two copies)
- Current resident registration card/document from Estonian authority, stating that the applicant reside for at least 4 weeks in Estonia (original + two copies)
- Service contract between your employer and the third party in Germany (two copies)
- Confirmation from the employer containing the following details (an individual one for each applicant; two copies)
 - Legal employment of the applicant (working contract or payroll, proof of social insurance)
 - Planned begin and end of date of the deployment to Germany
 - Place of deployment
 - Short description of the service to be rendered
- Proof of health insurance valid in Estonia and Germany for the whole period of your stay (two copies)

In individual cases it may necessary to provide additional documents.

This fact sheet is regularly updated but makes no claim to be complete.