

December 2024

## Self- and freelance employment

### General information

Please note that your visa application must be made in person and will be accepted only if all required documents are submitted according to our regulations.

**Each submitted document in original has to be accompanied by 1 copy.** Printout of a PDF file is not considered original. Physical document with the original signatures of both parties and/or electronically signed document with certification are considered originals.

Documents in foreign languages have to be provided with a certified translation into German or English.

Your original documents (certificates, diplomas, etc.) will be checked and returned to you.

Appointments can be booked online (free of charge) here: [www.tallinn.diplo.de/Terminvergabe](http://www.tallinn.diplo.de/Terminvergabe)

### General Requirements

A visa is granted if:

- an economic interest and a regional need is given
- the freelancing activity presumably has positive impact on German economy
- the funding is secured by equity capital or bank credit

Further information:

<https://www.make-it-in-germany.com/en/for-qualified-professionals/working/setting-up-a-business-in-germany/visa-for-self-employment>

The fee for processing the visa application is 75 EUR. This amount has to be paid in cash or via credit card. This is a processing fee. Thus, a refund in case of withdrawal of the application or up-on denial is not possible.

Processing visa usually takes some weeks. As soon as a decision has been made, the applicant is immediately contacted by the embassy. Applicants are kindly asked not to make any enquiries about the current status of their visa application.

### Required documents for self-employment

**Self-employed persons** work in their own name and on their own account for an indefinite period of time and not just occasionally. The self-employed person is not bound by instructions and the economic result of his activity must be to his advantage or disadvantage.

**Please make sure that you provide a complete form and all additional documents required.**

**Incomplete applications will not be considered.**

**Please sort your documents in following order:**

- 1 filled-in and signed **visa application form**:  
<https://videx-national.diplo.de/videx/visum-erfassung/#/videx-langfristiger-aufenthalt>
- 1 recent **passport photo** (45x35 mm)
- your **national passport** (validity of which has to exceed at least 6 months; issued not earlier than 10 years ago), + 1 copy of **all pages with records**
- your **Estonian residence permit or visa**, valid long enough to allow your return from Germany to Estonia after rendering the services, + 1 copy
- your current **resident registration certificate from Estonian population register**
- **Curriculum Vitae** of your professional career, specifying the certificates, diplomas, etc. you have obtained
- your **graduation certificates/degrees/diplomas**
- **Specified information about your company in Germany:**
  - company's profile
  - business plan and concept
  - capital requirement plan - your initial investments and start-up costs, as well as working capital for operations
  - finance plan or rather proof of funding
  - marketing strategy
  - earning forecast
  - remarks regarding the amount of employees and trainee positions
  - explanation how the activity will influence innovation and research in Germany
- if possible, **tenancy agreement or proof of accommodation in Germany**
- **health insurance** for Germany during your entire stay (minimum coverage 30.000,00 Euro)
- **travel insurance**

**Required documents for freelance employment**

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

Please sort your documents in following order:

- 1 filled-in and signed **visa application form**:  
<https://videx-national.diplo.de/videx/visum-erfassung/#/videx-langfristiger-aufenthalt>
- 1 recent **passport photo** (45x35 mm)
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- your current **resident registration certificate from Estonian population register**
- **Curriculum Vitae** of your professional career, specifying the certificates, diplomas, etc. you have obtained
- your **graduation certificates/degrees/diplomas**
- **recommendation letters** from previous employers.
- **portfolio of your previous work** - printed samples of the previous freelance work, or regular work in the same profession.
- **Professional authorization** - you need to show a license or other authorization to show evidence of your expertise and relevance to pursue the intended profession. This is needed if you're planning to exercise a profession that requires prior expertise in the field, i.e. medicine, law, and similar.
- **profit/loss statement** - it has to show your forecasts about monthly profits and losses from the intended freelance activity.
- **detailed description of your planned freelance employment**, supported by fee contracts and/or letters of intent
- **means of subsistence** - evidence showing you have enough money to cover your living and freelancing costs. This can be one of the following:
  - latest bank statements showing enough available funds;
  - blocked bank account.
- if possible, **tenancy agreement or proof of accommodation in Germany**
- **health insurance** for Germany during your entire stay (minimum coverage 30.000,00 Euro)
- **travel insurance**

**Applicants over 45 years:**

If you are over 45-years old, you have to submit documents proving that you are according to your retirement plan adequately and financially secured. Your salary must therefore correspond to at least 55 percent of the annual assessment limit. In 2024, this corresponds to a gross monthly income of at least 4,152.50 euros.

**In individual cases provision of additional documents may be necessary.  
This fact sheet is regularly updated but makes no claim to be complete.**