

# The Ultimate Cookbook

FOR CULTURAL MANAGERS

INFOGRAPHIC  
VERSION

## VISAS FOR THIRD COUNTRY NATIONAL ARTISTS TRAVELLING TO THE SCHENGEN AREA

This infographic contains the most recent information on visas for third country nationals (October 2023). It complements the info in the cookbook.



Start by asking

### Do I need a visa to travel to the Schengen area?

Ask yourself the following questions ?



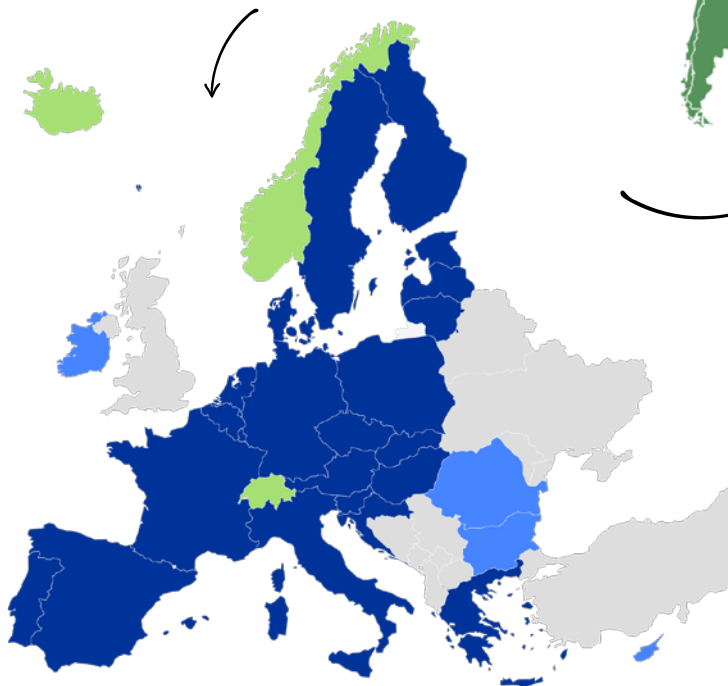
What's my nationality?  
What's the purpose of the visit?  
What's the duration of the journey?  
What's the country of destination?



Blue: Schengen area  
Green: visa-exempt countries  
Red: Visa-required countries  
(attn: Russia, Belarus, Vanuatu, are currently suspended)  
Disclaimer: situation upon publication

### What's the Schengen area?

Have a look at the map.



27 countries

23 European Union Member States

04 Non-European Union Countries

### What type of visas exist in the EU?

#### EUROPEAN UNION LEVEL

Short-stay  
Schengen visa  
for visa-required nationals



maximum 90 days  
in a 180-day period



Single entry  
valid for duration of  
the stay



Multiple entry (MEV)  
Reliable frequent travellers  
1 year – 2 years – 5 years



**ATTENTION!**  
A Schengen visa doesn't  
give you automatically an  
entitlement to work

#### MEMBER STATE LEVEL

National Visa



when > 90 days stay,  
usually to study or work



#### OF RELEVANCE FOR UK ARTISTS

Visa for the purpose of paid  
engagement:

- ✓ in specific cases,
- ✓ for specific categories,
- ✓ periods > 90 days

## Short-stay Schengen visa Application procedure

<b>WHERE</b>	<b>VISIT OF 1 COUNTRY</b> Go to consulate of this country	<b>VISIT OF MORE THAN 1 COUNTRY</b> Go to consulate of country of longest stay (most common) or country of main destination for the purpose of stay
	<b>Common practice</b> External service provider	
<b>WHEN</b>	As from <b>6 months</b> in advance	To at least <b>15 days</b> before
<b>COST</b>	<b>80 EUROS</b> (children 6-12y 40€)	<b>SERVICE PROVIDER MAXIMUM 40€</b> (exceptionally 80€)

**in 2028**  
Visa digitalisation of application procedure

**When accepted!**

### Requested documents:

- ✓ **Valid passport**
  - ☐ At least 2 empty pages
  - ☐ Been issued in last 10 years
  - ☐ 3 months valid after date of leaving Schengen area
- ✓ **Recent identity photograph**
- ✓ **Biometric data (fingerprints)** **Attention!** Still at consulate
- ✓ **Travel medical insurance**  
min. 30.000€ & valid for entire Schengen
- ✓ **Visa application form**  
→ **ARTISTS!** Explain purpose of stay on the form
- ✓ **Other possible documents requested:**
  - ☐ Proof of sponsorship
  - ☐ Proof of financial means (or subsistence during stay)
  - ☐ Proof of will to return to resident country (family, work, ...)
  - ☐ Info on travel and accommodation
  - ☐ **In cultural context:** invitation letter from organiser!

Harmonised application form  
Application for Schengen Visa  
This application form is for:

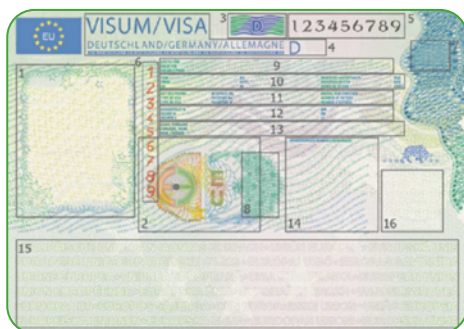
Family members of EU, EEA or CH citizens shall not fill in fields no. 21, 22, 26, 31 and 32 (marked with \*).

Fields 1-3 shall be filled in in accordance with the data in the travel document.

1. Surname (Family name)	2. Date of birth (DD/MM/YYYY)
3. Surname or both (Former family name(s))	4. Date of application
5. First name(s) (Given name(s))	6. Application number

No logo is required for Norway, Iceland, Liechtenstein and the Netherlands

## Visa Sticker in passport Indicating period and territory



**Period** of the visa holder's stay.  
**Territory** in which the visa holder is entitled to travel.

**in 2028**  
Digitalisation of visa sticker

### Some additional info

#### WHEN THE VISIT OF THE THIRD COUNTRY NATIONAL HAS AN ARTISTIC PURPOSE

##### ↓ VISA APPLICATION FORM

Indicate purpose of journey → tick box ☒ 'cultural'

##### ↓ VISA FEE

Waived for representatives of non-profit organisations < 25 years,  
→ when participating in seminars, conferences, cultural events organised by non-profit organisations

Waived for participants < 25 years, → when participating in seminars, conferences, cultural events organised by non-profit organisations

Waived or reduced in specific cases → when serving to promote cultural interests or interests in field of foreign policy

##### ↓ VISA APPLICATIONS MAY BE LODGED

by a cultural association or institution on behalf of its members

## Understanding the 90/180 day principle

for third-country nationals visiting  
the Schengen-area

### 90 DAYS IN ANY 180-DAY PERIOD *What does it mean?*

The notion of "any", implies a "moving" 180-day reference period, looking backwards at each day of your stay (be it at the entry or at the day of an actual check), into the last 180-day period. This way you can verify if the 90 days / 180-day requirement continues to be fulfilled



The date of entry = first day of stay on the territory of the Member States  
The date of exit = last day of stay on the territory of the Member States

If you are absent for an uninterrupted period of 90 days then you can start a new stay for up to 90 days.

### CALCULATOR OF TRAVEL DAYS REMAINING UNDER A SCHENGEN SHORT-STAY VISA

Date of entry/Control: 17/08/23

☐ Passport ☒ Planning ☐ Control

Enter previous stay(s) in the Schengen area

Calculation results will display in this area.

The calculator is a helping tool only; it does not constitute a right to stay for a period resulting from its calculation.

[User's guide](#)

➤ Short-stay Schengen visa calculator <  
tool available [HERE](#)

## Do you come from a visa-exempt country? *In mid-2025 you will need an ETIAS travel authorisation*

ETIAS = European Travel Information and Authorisation System

**WHAT?** Travel authorisation

**HOW?** Linked to a valid traveler's passport

**WHO?** Citizens of approx 60 visa-exempt countries (see map above on this infographic)

**DURATION?** Valid for up to three years or until the passport expires

**COST?** 7€ (only for 18-70 year old people) – electronic payment

**TERRITORY?** 30 European countries: 27 EU MS + Iceland, Norway, Switzerland

### APPLICATION PROCEDURE?

Online – 10 minutes to fill in - Positive response in a few minutes (in principle not more than 96 hours – very exceptionally 4 weeks)

**CONCRETELY?** Enter the territory of European countries as often as wanted for short-term stays - normally for up to 90 days in any 180-day period.

**BY WHOM?** Yourself or someone else on your behalf (declaration of representation needed)

**REJECTION?** Justification is provided – applicant right to appeal (to be done with MS which took the decision)

[This is the link to the official ETIAS website](#)



**For further information read**

**The Ultimate Cookbook for Cultural Managers:**

[Visas for third country national artists – travelling to the Schengen area – update March 2020](#)

The infographic is based on the Cookbook on Visas for third-country nationals. It contains updated information since its publication. This infographic is part of the EFA/PEARLE\* partnership in the context of the EFA Revealing the Alliance project 2022-2024 implemented with the support of the Creative Europe Programme of the European Union.

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