



Consular Affairs and Migration Policy Department  
Aliens and Visas Division  
Ref: DCM/VV/210/10-5.1.2e

The Ministry of Foreign Affairs of the Kingdom of the Netherlands presents its compliments to the Embassy of the Grand Duchy of Luxembourg and has the honour to refer to the new legal framework for the representation of Schengen States for the purpose of examining applications and issuing Schengen visas. This new legal framework is contained in Article 8 of the Regulation (EC) No 810/2009 of the European Parliament and of the Council of 13 July 2009 establishing a Community Code on Visas (Visa Code) and will apply from 5 April 2010.

The Ministry of Foreign Affairs of the Kingdom of the Netherlands has the intention to maintain the existing arrangements with the authorities of the Duchy of Luxembourg once the Visa Code is applicable.

The Ministry of Foreign Affairs of the Kingdom of the Netherlands proposes to conclude the representation arrangement with regard to Schengen visas as follows:

### 1. Extent of representation

As of 5 April 2010 the Kingdom of the Netherlands will represent the Duchy of Luxembourg in accordance with the Visa Code with regard to all types of Schengen visas at the following locations.

Country	Consulate*
Bangladesh	Dhaka
Benin	Cotonou
Bolivia	La Paz
Bosnia Herzegovina	Sarajevo
Canada	Vancouver
China	Guanghzou
Dominican Republic	Santo Domingo
Ecuador	Quito
Eritrea	Asmara
Georgia	Tblisi
Ghana	Accra
Guatemala	Guatemala City



Yemen	Sana'a
Kazachstan	Almaty
Macedonia	Skopje
Mali	Bamako
Morocco	Rabat
Mozambique	Maputo
Nicaragua	Managua
New Zealand	Wellington
Oman	Muscat
Russia	Saint Petersburg
Sri Lanka	Colombo
Sudan	Khartoum
Surinam	Paramaribo
Trinidad and Tobago	Port of Spain
Uruguay	Montevideo
United Arab Emirates	Dubai
United States of America	Miami
Vietnam	Ho Chi Minh City
Zambia	Lusaka

**Representation consists of:**

- a. informing the public;
- b. issuing the visa when appropriate;
- c. refusing to issue the visa when appropriate and dealing with appeals, in accordance with the national law of the representing Member State.

**2. Conditions of representation**

- a. Visa applications will be assessed and visas issued in accordance with the procedures, conditions and criteria laid down in the Visa Code (Regulation 810/2009).
- b. Except in the cases specified in the Visa Code, a Member State cannot be held liable for activities performed on behalf of the other Member State.
- c. The visa fee (art. 16 of Regulation 810/2009) is for the representing Member State.



- d. The representing Member State may work with an external service provider at one or more locations, in accordance with and under the conditions stipulated by Regulation 810/2009.
- e. The supporting documents submitted by the applicant may need to be translated into (one of) the working language(s) used by the consulate\* of the representing Member State.
- f. When applicable, prior consultation with other Member States (in accordance with art. 22 of Regulation 810/2009) will be carried out by the represented Member State, as specified in point 2.1.1.2 of the Schengen Consultation Network Technical Specifications (doc. 5124/08). This procedure will be amended as soon as both parties have the legislation and technical conditions in place to enable the representing country to conduct these consultations.
- g. As applicable, notification of other Member States will be carried out by the representing country (in accordance with art. 31 of Regulation 810/2009).
- h. In the event of questions, in particular when related to the inviting party or sponsor, the representing Member State's consulate\* may contact the central and/or local contact point of the represented Member State. A list of contact points is attached (Annexe 1). If an answer is not provided within seven calendar days, the representing Member State may assume that the represented Member State does not object to the visa being issued.
- i. The represented Member State undertakes to coordinate with the representing Member State on the recognition of travel documents issued by the country/countries where it is represented. The representing Member State will inform the represented Member State of new travel documents issued by these countries and request specimens for the represented Member State.
- j. For each location where it is represented, the represented Member State's local (or central) contact point(s) may provide the consulate\* of the representing Member State with a list of persons, companies and institutions that are of national importance to or



are well known in the represented Member State. The representing Member State will facilitate the visa application process for parties in this category and grant them the same level of access for submission of applications as it does for parties in its own similar category. Facilitation may relate to the provision of access for submission of applications, the duration of a decision, leniency concerning supporting documents and the issuing of multiple entry visas with a period of validity ranging from six months to five years.

- k. On a yearly basis and upon request by the represented Member State, the representing Member State will provide statistical data for each location on visas issued and refused on behalf of the represented Member State.
- l. The practical implementation of this arrangement may be reviewed on a yearly basis and in particular if the number of visa applications for the represented Member State is increasing.

### **3. Final provisions**

This representation arrangement will enter into force and apply from 5 April 2010 and will remain valid for an indefinite period, unless:

- it is amended by written mutual consent of both Member States;
- it is suspended in whole or in part by one of the Member States. This Member State will, if possible, notify the other Member State accordingly, if possible at least 30 days in advance, stating the reason(s) for the suspension;
- one of the Member States terminates this arrangement by giving written notice of termination to the other Member State. This arrangement will cease to be valid 30 days after the date of such notification.



Ministerie van  
**Buitenlandse Zaken**

The Ministry of Foreign Affairs of the Kingdom of the Netherlands avails itself of this opportunity to renew to the Embassy of the Grand Duchy of Luxembourg the assurances of its highest consideration.

The Hague, 2 April 2010

To the Embassy of  
The Grand Duchy of Luxembourg  
The Hague



\* 'consulate' as defined in the Visa Code, art. 2.2.9

**ANNEXE 1**

Local contact points for the Grand Duchy of Luxembourg	Represented in

Central authorities of the Grand Duchy of Luxembourg



VERZONDEN  
21 JULI 2010  
DCM/VV



Ministerie van  
Buitenlandse Zaken

NOTE VERBALE

Consulars Affairs and Migration Policy Department  
Aliens and Visas Division  
Ref: DCM/VV-437/2010

The Ministry of Foreign Affairs of the Kingdom of the Netherlands presents its compliments to the Embassy of the Grand Duchy of Luxembourg and has the honour to refer to the existing representation arrangement with the authorities of the Grand Duchy of Luxembourg with regard to Schengen visas as described in notes DCM/VV/210/105.1.2<sup>e</sup> d.d. April 2, 2010 and 201/2010/410.20.255.1.2<sup>e</sup> d.d. April 27, 2010.

The Ministry of Foreign Affairs of the Kingdom of the Netherlands proposes to extend the scope of the aforementioned representation arrangement and requests Luxembourg to represent the Netherlands with regard to Schengen visas under the conditions as described in the aforementioned notes at the following locations:

Brussels, Bern, Geneva, Berlin, Vienna, Copenhagen, Madrid, Paris, Athens, Rome, Warsaw, Lisbon, Prague.

The Ministry of Foreign Affairs of the Kingdom of the Netherlands avails itself of this opportunity to renew to the Embassy of the Grand Duchy of Luxembourg the assurances of its highest consideration.

The Hague, 20 July 2010

To the Embassy of  
The Grand Duchy of Luxembourg  
The Hague





## ANNEX

Local contact points of the Kingdom of the Netherlands	Represented by the Grand Duchy of Luxembourg in
See central authorities.	Brussels, Bern, Geneva, Berlin, Vienna, Copenhagen, Madrid, Paris, Athens, Rome, Warsaw, Lisbon, Prague
Central authorities of the Kingdom of the Netherlands	
Ministry of Foreign Affairs Consular Affairs and Migration Policy Department (DCM) PO Box 20061 2500 EB The Hague <b>The Netherlands</b> Tel : +31(0)70 – 348 5622 Fax : +31(0)70 – 348 4583 E-mail: dcm-vv-posten@minbuza.nl Homepage : www.minbuza.nl	





Local contact points of the Grand Duchy of Luxembourg	Represented by the Kingdom of the Netherlands in
See central authorities.	Dhaka, Cotonou, La Paz, Sarajevo, Vancouver, Guangzhou, Santo Domingo, Quito, Asmara, Tblisi, Accra, Guatemala City, Sana'a, Almaty, Skopje, Bamako, Rabat, Maputo, Managua, Wellington, Muscat, Saint Petersburg, Colombo, Khartoum, Paramaribo, Port of Spain, Montevideo, Dubai, Miami, Ho Chi Minh City, Lusaka
Central authorities of the Grand Duchy of Luxembourg	
Ministère des Affaires étrangères Bureau des passeports, visas et légalisations 43, Boulevard Roosevelt L-2450 Luxembourg <b>Grand-Duché de Luxembourg</b> Tél. : (+352) 247 – 88300 Fax : 22 29 07 of 46 49 80 (Visas) Email : service.visas@mae.etat.lu	



*Ambassade  
du  
Grand - Duché de Luxembourg  
aux Pays - Bas*

INGEKOMEN → 5.1.2e  
13 OKT. 2010 → 5.1.2e

DCM/VV

442/2010/410.20.255.1.2e

The Embassy of the Grand Duchy of Luxembourg presents its compliments to the Ministry of Foreign Affairs of the Kingdom of the Netherlands and has the honour to acknowledge the receipt of the Embassy's Note ref: DCM/VV-437/2010 of 20<sup>th</sup> July 2010, which reads as follows:

“ The Ministry of Foreign Affairs of the Kingdom of the Netherlands presents its compliments to the Embassy of the Grand Duchy of Luxembourg and has the honour to refer to the existing representation arrangement with the authorities of the Grand Duchy of Luxembourg with regard to Schengen visas as described in notes DCM/VV/210/105.1.2e d.d. April 2, 2010 and 201/2010/410.20.255.1.2e d.d. April 27, 2010.

The Ministry of Foreign Affairs of the Kingdom of the Netherlands proposes to extend the scope of the aforementioned representation arrangement and requests Luxembourg to represent the Netherlands with regard to Schengen visas under the conditions as described in the aforementioned notes at the following locations:

Brussels, Bern, Geneva, Berlin, Vienna, Copenhagen, Madrid, Paris, Athens, Rome, Warsaw, Lisbon, Prague.

The Ministry of Foreign Affairs of the Kingdom of the Netherlands avails itself of this opportunity to renew to the Embassy of the Grand Duchy of Luxembourg the assurances of its highest consideration.

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Ministry of Foreign Affairs  
of the Kingdom of the Netherlands  
Consular Affairs and Migration Policy Department  
Aliens and Visas Division  
THE HAGUE

<b>Local contact points of the Grand Duchy of Luxembourg</b>	<b>Represented by the Kingdom of the Netherlands in</b>
See central authorities	Dhaka, Cotonou, La Paz, Sarajevo, Vancouver, Guangzhou, Santo Domingo, Quito, Asmara, Tblisi, Accra, Guatemala City, Sana'a, Almaty, Skopje, Bamako, Rabat, Maputo, Managua, Wellington, Muscat, Saint Petersburg, Colombo, Khartoum, Paramaribo, Port of Spain, Montevideo, Dubai, Miami, Ho Chi Minh City, Lusaka
<b>Central authorities of the Grand Duchy of Luxembourg</b>	
Ministère des Affaires étrangères Bureau des passeports, visas et légalisations 43, Boulevard Roosevelt L-2450 Luxembourg <b>Grand-Duché de Luxembourg</b> Tél. : (+352) 247 – 88300 Fax : 22 29 07 or 46 49 80 (Visas) Email : <a href="mailto:service.visas@mae.etat.lu">service.visas@mae.etat.lu</a>	

## ANNEX

<b>Local contact points of the Kingdom of the Netherlands</b>	<b>Represented by the Grand Duchy of Luxembourg in</b>
See central authorities	Brussels, Bern, Geneva, Berlin, Vienna, Copenhagen, Madrid, Paris, Athens, Rome, Warsaw, Lisbon, Prague
<b>Central authorities of the Kingdom of the Netherlands</b>	
Ministry of Foreign Affairs Consular Affairs and Migration Policy Department (DCM) PO Box 20061 2500 EB <u>The Hague</u> <b>The Netherlands</b> Tel: +31(0)70 – 348 5622 Fax: +31(0)70 – 348 4583 E-mail: <a href="mailto:dcm-vv-posten@minbuza.nl">dcm-vv-posten@minbuza.nl</a> Homepage: <a href="http://www.minbuza.nl">www.minbuza.nl</a>	

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The Embassy has the honor to confirm that the foregoing proposals are acceptable to the Government of the Grand Duchy of Luxembourg and that the Note of the Ministry of Foreign Affairs of the Kingdom of the Netherlands and this Note in reply shall constitute an Arrangement between the two Governments.

Luxembourg will be able to represent the Netherlands with regard to the delivery of Schengen visas in the 13 locations aforementioned as from 1<sup>st</sup> January 2011.

The Embassy of the Grand Duchy of Luxembourg avails itself of this opportunity to renew to the Ministry of Foreign Affairs of the Kingdom of the Netherlands the assurances of its highest consideration.

The Hague, 12th October 2010

