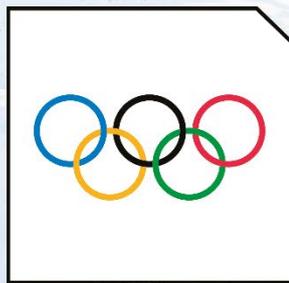




LAUSANNE 2020



YOUTH
OLYMPIC
GAMES

3RD WINTER YOUTH OLYMPIC GAMES

VISA GUIDE

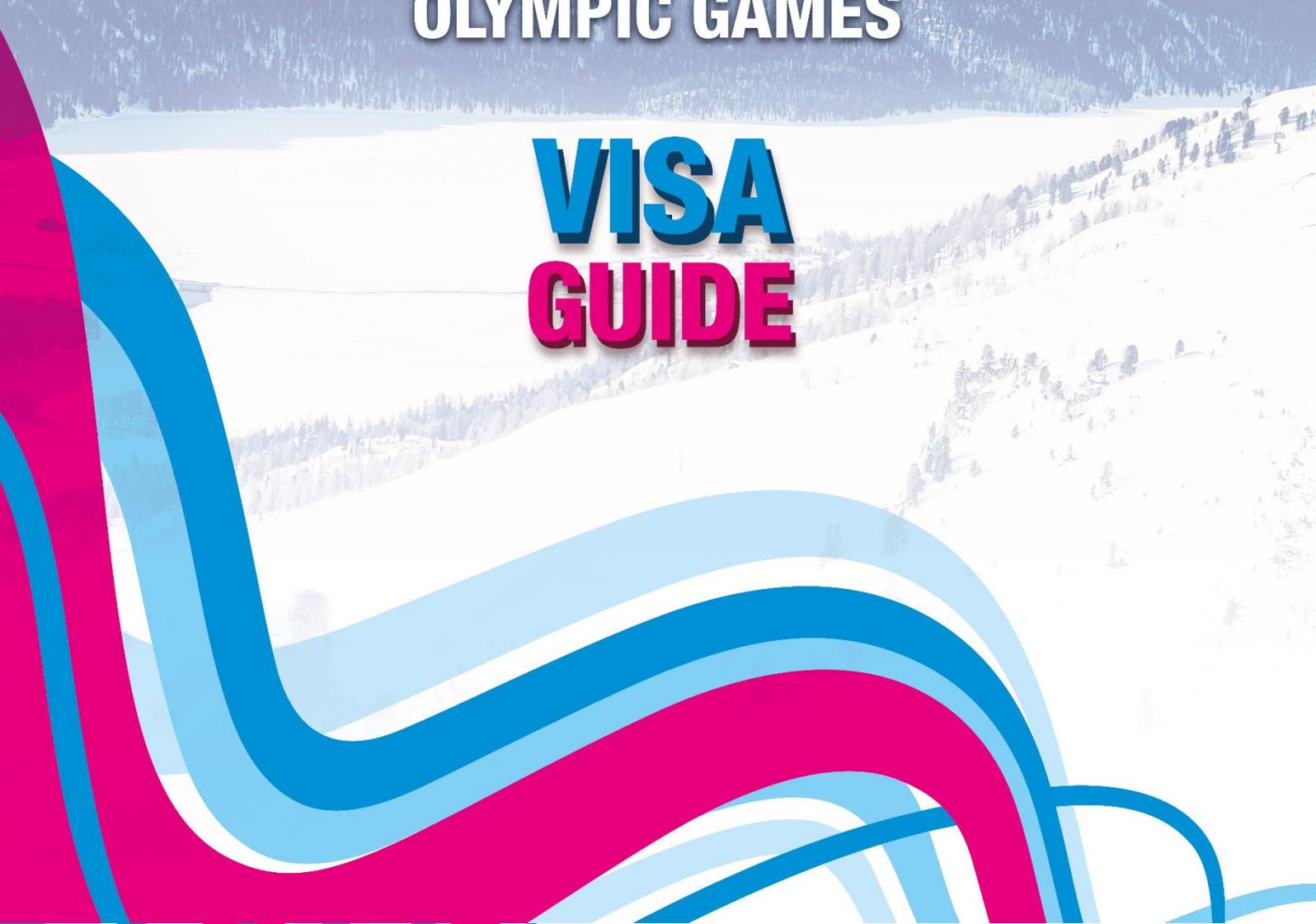




Table of Content

- 1 Introduction 3
- 2 Do I need a Schengen visa and which travel documents are required? 3
- 3 When can I apply for a Schengen visa? 3
- 4 Where and how can I apply for a Schengen visa? 4
- 5 Will I have to pay for the Schengen visa? 4
- 6 What is an invitation letter and how do I get it? 4
- 7 Which are the entitlements of my visa in terms of validity period, length of stay and number of entries? 5
- 8 Which documents do I require when applying for a Schengen visa? 5
- 9 Which documents do I need to present at the Schengen port of entry? 6
- 10 Are there other things I have to be aware of? 6
- 11 Help and support 7





1 Introduction

The Youth Olympic Accreditation Card (YOAC) will not function as a visa and will not authorise entry into Switzerland. Consequently, the YOAC will not be sent out to any participant prior to the 3rd Winter Youth Olympic Games Lausanne 2020 (Lausanne 2020).

Each individual will be responsible for ensuring that they have the required travel documents needed to enter Switzerland and if applicable, for obtaining a valid visa. This includes the preparation, delivery and collection of any documents required before and after the visa application process.

Switzerland has signed the Schengen Agreement and is defined as a part of the Schengen area. For this reason, the participants of Lausanne 2020 will require to obtain a Schengen visa in order to enter to Switzerland.

Please note that this entry process and its requirements are defined by the Schengen Agreement and is not associated with – or part of – the Lausanne 2020 accreditation application process.

2 Do I need a Schengen visa and which travel documents are required?

Certain nationalities are exempted from the Schengen visa requirement when travelling to the Schengen area, for a short stay of not more than 90 days within a 180 days period. It is each individual's responsibility to verify the need to apply for a Schengen visa based on the nationality.

Please check the visa requirements and the travel document required for your nationality as well as the special provisions irrespective of nationality under the following links:

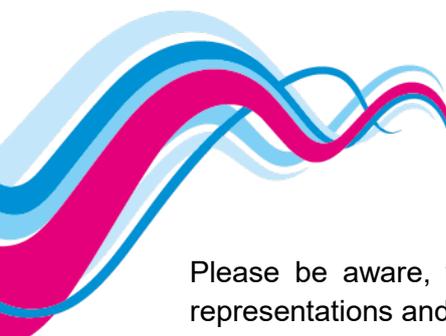
[Annex 1, List 1: Overview of ID and visa provisions according to nationality](#)

[Annex 1, List 2: ID and visa provisions: particularities regardless of nationality](#)

3 When can I apply for a Schengen visa?

A visa application can be submitted at the earliest three (3) months before entering the Schengen area. We recommend in any case to apply as soon as possible to allow sufficient time for the visa procedure.

It is recommended that visa applicants set up an appointment as soon as possible with the competent representation or an external service provider in order to submit the visa application. The processing of the visa application may take up to 15 calendar days after the successful submission of the visa application.



Please be aware, that the holiday period in December may affect opening hours of the representations and the processing times of the visa applications.

4 Where and how can I apply for a Schengen visa?

Visa applications can be submitted in the following ways depending on your place of residence:

- directly at a Swiss representation abroad;
- by filling out the visa application online;
- at an external visa service provider;
- at the representation of another Schengen State.

Please refer to www.swiss-visa.ch to determine where to apply and which of the above options is available to you.

Please be aware that the individual's passport might be kept by the Swiss representation/ the representation of another Schengen State during the Schengen visa processing time.

5 Will I have to pay for the Schengen visa?

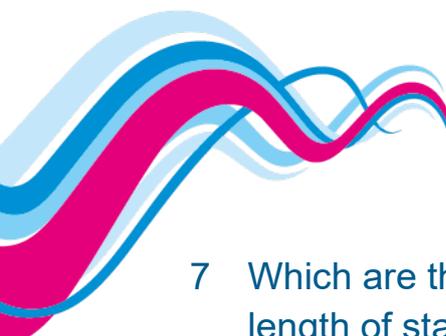
Individuals applying for a Schengen visa at the responsible Swiss representation with the Lausanne 2020 Invitation Letter will be exempted from the visa fees. Individuals applying for a Schengen visa at an external service provider or private visa agency will have to pay the service provider's fee. Should another Schengen State issue a visa on behalf of Switzerland the visa fee may apply.

Please note that paid visas or service provider's fees or any cost related to the renewal or application for a biometric passport will not be reimbursed by Lausanne 2020.

6 What is an invitation letter and how do I get it?

An invitation letter is a document from the Lausanne 2020 Youth Olympic Games Organising Committee (L2020 YOGOC) stating that the applicant is invited to be an accredited participant/contributor at the Winter Youth Olympic Games in Lausanne and/or St. Moritz to support the visa application.

L2020 YOGOC will issue an invitation letter to accredited clients only. Each client group will be informed about the process for obtaining an invitation letter in their client-specific publications. If you have questions relating to this, please get in touch with your contact person from the L2020 YOGOC.



7 Which are the entitlements of my visa in terms of validity period, length of stay and number of entries?

The validity period of the visa, the length of stay and the number of entries into the Schengen area will be decided by the competent representation according to the needs of the individual applicant.

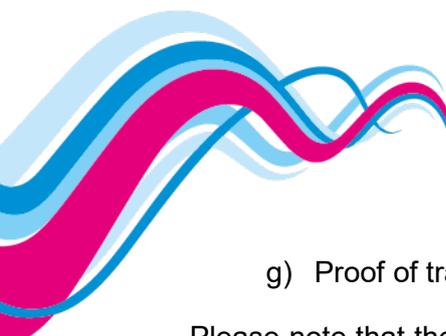
Your stay in the Schengen area (including Switzerland) may not exceed 90 days in any 180-day period. If your first port of entry to the Schengen area is through another Schengen state outside of Switzerland, you can use the acquired visa to enter into that country.

8 Which documents do I require when applying for a Schengen visa?

The supporting documents required for the Schengen Visa application varies, depending on the country in which the visa is applied for. The supporting documents that must be submitted when applying for a visa are indicated on the webpage of the relevant representation, which **must be consulted by each individual**. For detailed information refer to www.eda.admin.ch and select your country of residence. The contact details of your responsible embassy and all the information regarding Schengen visas for a stay of up to 90 days will appear automatically. In the context of this sport event, especially the following documents must be submitted when applying for a visa:

- a) The completed Schengen visa application form.
- b) Two recent passport-sized colour photographs with a white background, not damaged and stapled.
- c) Original passport that is valid for at least three months after exiting the Schengen area and that has been issued within the last ten years (it shall contain at least two blank pages). *For example, should an individual exit the Schengen area on 24 January 2020, then the passport must be valid until 25 April 2020.*
- d) The invitation letter from Lausanne 2020.
- e) A signed letter of parental consent of one or both parents including a copy of the parents' passport (if under the age of 18) according to each country regulations. Birth certificate may also be required for minors.
- f) Evidence of travel health insurance that covers medical emergencies with a minimum of €30,000, for the whole period of stay. It should cover any expenses which might arise in connection with repatriation for medical reasons, urgent health attention and/or emergency hospital treatment or death.¹

¹ All individuals belonging to the client group "NOC", "IF", "IOC" and all individuals with the function "Volunteer", "Senior Host Broadcaster" and "Host Broadcaster" will be exempted from providing this proof when applying for a visa. This exemption is only valid if the individual stays in Switzerland within the period between **3 - 26 January 2020**. If this condition is not met, these individuals must arrange and present an adequate travel insurance for the days outside the mentioned period (3 – 26 January 2020).



g) Proof of transport including return trip.²

Please note that the above list is just a reference. Each applicant is responsible for checking the list of required documentation according to their country of residence and nationality.

Further the following biometric identifiers will be captured:

- the ten fingerprints

Fingerprints of individuals that have been taken in the past 59 months when applying for another Schengen visa should not in principle be re-captured.

9 Which documents do I need to present at the Schengen port of entry?

The documents you need to provide at the Schengen port of entry in order to be permitted to enter if you are a non-EU/Schengen country national, regardless if you are a national of a visa-exempted country or not, are as follows:

- Valid Passport: Issued within the previous 10 years and valid for at least 3 months after the date you intend to leave the Schengen area.
- Schengen Visa: If you are a national needing a visa for the Schengen area.

The Schengen border officials may also ask for other information and documents such as accommodation address, how long you intend to stay, round-trip airline ticket, purpose of your entry, invitation letter. Please have this information ready and with you at the port of entry.

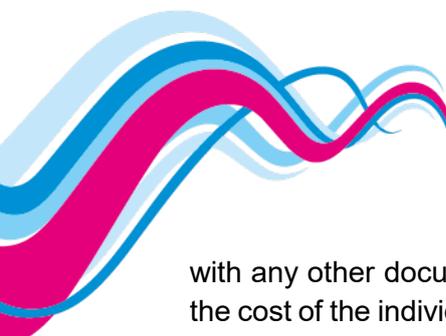
10 Are there other things I have to be aware of?

If you have been/are going to the Schengen Area during the last 180 days before the end of the event, you are responsible for checking when it is possible for you to re-enter, and how many days you can stay in the Schengen Area. This applies to all non-EU/Schengen country nationals, also if they are from a visa-exempted country for the Schengen area.

If necessary, please use the [Short-stay Visa Calculator](#) to calculate the amount of days available for stays of no more than 90 days within any 180-day period. For more information you can send an email to sektion-visa@sem.admin.ch indicating the exact dates of all previous stays.

If you need to stay in Switzerland for longer than 90 days (within a 180-day period) you will need to apply for a residence permit. In this case Lausanne 2020 will not be able to supply you

² All individuals belonging to the client group “NOC” are exempted to provide proof of transport due to an agreement with the Swiss authorities and the qualification timeline.



with any other documentation than the invitation letter outlined above. This process will be at the cost of the individual applicant. The fee charged for a residence permit will not be refunded.

Each individual is responsible for ensuring that they have the necessary transit visa(s) while traveling and transiting outside a Schengen country (for example airports in London, Dubai or New York). It is recommended to check with the Official Travel Agency (OTA) or your travel agent for advice on this matter while selecting your itinerary.

Spectators and friends & family will not be exempted from the visa fee and will not be eligible to receive an Invitation Letter from Lausanne 2020.

11 Help and support

If you have any questions concerning the visa process to enter Switzerland, please get in touch with your local embassy or consulate. The contact details can be found at www.eda.admin.ch by selecting your country of residence.

If you have questions concerning the invitation letter, please contact your L2020 YOGOC contact person.