Carla Aquino
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Makati City 1229, Philippines
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Makati City, 2 August 2027

German Embassy Manila – Visa Section

Subject: Application for a short-stay Schengen visa (tourism) – Carla Aquino

Dear Sir or Madam,

I am applying for a short-stay Schengen visa for tourism, for a 10-day stay in Germany from 18 to 27 September 2027. I will travel alone.

1. Purpose of the trip
I will spend four nights in Munich (18 to 22 September), during the Oktoberfest, and five nights in Berlin (22 to 27 September), travelling between the two cities by train. The enclosed itinerary sets out each day, consistent with my hotel reservations.

2. Accommodation and costs
My hotels are booked for all nine nights, as the enclosed reservations show. I will pay for the trip myself from my salary and savings; my original bank certificate and bank statements for the last six months are enclosed. Any medical costs are covered by my travel health insurance.

3. Employment
Since 2016, I have worked as a branch operations officer on a permanent contract at Luzon Pacific Savings Bank in Makati City. My employer has approved my leave from 17 to 29 September 2027. My employment contract, the approval of my leave and the salary transfers of the last six months are enclosed.

4. Ties to the Philippines and return
I live in Makati City and own a lot in Batangas, as the enclosed land title shows. My parents live in Manila and I support them. I will fly back from Berlin to Manila on 27 September 2027, as the enclosed flight reservation shows.

I remain at your disposal for any further document or for an interview.

Yours faithfully,

Carla Aquino

Enclosures:
- Passport and signed VIDEX application form
- Two biometric photographs
- Flight reservation Manila–Munich on 18 September and Berlin–Manila on 27 September 2027
- Travel health insurance certificate
- Itinerary: Munich, Berlin
- Hotel reservations in Munich and Berlin
- Original bank certificate and bank statements for the last six months
- Employment contract, approved leave and salary transfers for the last six months
- Land title