

October 13, 2025

The Visa Officer
Embassy of Austria
Manila, Philippines

Subject: Application for Short-Stay Schengen tourist Visa- Austria (Bertvinzel Seville Santillan)

Dear Sir/Madam,

I am writing to apply for a Schengen visa for a short stay/single entry to facilitate my travel to Austria from December 27, 2025 to January 4, 2026 (9 days). My name is Bertvinzel Seville Santillan, and my Philippine Passport number is P7453563B.

During this period, I intend to visit Austria with my wife Mrs. Krishna Marie Santillan with passport # (P7453598B) for leisure and tourism purposes. We eagerly look forward to exploring the tourist attractions, experience the culture during the Yuletide and new year season, indulge in the local cuisine, and learn about the way of life of the locals.

I have been working at Lexmark Research and Development Corporation in Lexmark Plaza 1, Samar Loop corner Panay Road, Cebu Business Park, Cebu City since Sept 5, 2011. As the Site Process Lead- Order to Cash. Prior to this I've been the Account Manager of Sykes Asia Inc for about 8 years.

Please find below the following documents to support my visa application:

1. Visa application form, duly signed & dated with attached passport-size photo.
2. Passport, showing my travel history including my previous Schengen Visa- Hungary with visa number 003895631 & The Netherlands with visa number 017723504.
3. Passport bio-page Copy with signature.
4. Travel Insurance.
5. Ticket reservation for my round trip-flight via Emirates (EK-338/EK-127 & EK-128/EK-338) , from Cebu, Philippines to Vienna, Austria with lay over in Dubai, United Arab Emirates from December 26, 2025 to January 4, 2026.

6. Hotel reservations at NH DANUBE CITY HOTEL in Vienna (December 27 to January 1, 2026), Seehotel Gruner Baum in Hallstatt (January 1-2, 2026) and STRANDHOTEL MARGARETHA in St. Wolfgang (January 2-4, 2026).
7. Marriage contract certified by the Philippine Statistics Authority (PSA).
8. Certificate of employment.
9. Approved Leave form.
10. 6 months Bank statement (April-September 2026).
11. Proof of social security contributions.
12. Copy of Real Estate property (title).
13. Copy of Car Certificate of Registration.

TRAVEL HISTORY		
<i>Countries</i>	<i>Arrival Date and Departure date</i>	<i>Purpose</i>
Hungary	Jan 11 to 31, 2025	Business
Hongkong (<i>SAR of China</i>)	Aug 24 to 27, 2024	Business
The Netherlands (exited via Italy)	March 21 to April 4, 2024	Tourism
New Zealand	Aug 20 to 27, 2023	Tourism
Costa Rica	June 23 to July 4, 2023	Business
Taiwan (<i>republic of china</i>)	July 20 to 23, 2023	Tourism
United States of America	Dec 16 to 29, 2022	Tourism

Day to Day Itinerary

Day 1 (December 27, 2025): Arrival in Vienna, Austria

- ☐ Take a flight from Cebu, Philippines to Vienna, Austria via Emirates. Arrive in Vienna, Austria on December 27, 2025.
- ☐ Check-in at Hotel NH DANUBE CITY (Wagramer Strabe 21,22. Donaustad,1220 Vienne,Austria).
- ☐ Afternoon: Take a leisurely walk around the Innere Stadt (Old Town) to get a feel for the city.
- ☐ Evening: experience a traditional Viennese restaurant.

Day 2 (December 28, 2025): Imperial Vienna

- ☐ Morning: Take breakfast at the hotel. Visit Schönbrunn Palace and its gardens.
- ☐ Afternoon: Explore the Hofburg Palace, including the Imperial Apartments and the Sisi Museum.
- ☐ Evening: Attend a classical concert at the Vienna State Opera.

Day 3 (December 29, 2025): Museums and Art

- ☐ Morning: Take breakfast at the hotel. Head to the Kunsthistorisches Museum.
- ☐ Afternoon: Visit the MuseumsQuartier, including the Leopold Museum and the Museum of Modern Art.
- ☐ Evening: Stroll through the Naschmarkt and try some local delicacies.

Day 4 (December 30, 2025): Historical Sites

- ☐ **Morning:** Take breakfast at the hotel. Visit **St. Stephen's Cathedral** and climb the South Tower.
- ☐ **Afternoon:** Walk around the **Belvedere Palace** and its gardens.
- ☐ **Evening:** Relax at a traditional Viennese café, such as **Café Central**.

Day 5 (December 31, 2025): New years eve in Vienna

- ☐ **Morning:** Take breakfast at the hotel.
- ☐ **Afternoon:** Explore the Hundertwasser House.
- ☐ **Evening:** New-year's eve cruise gala at Danube River. Midnight fireworks and toast at Heldenplatz City hall square.

Day 6 (January 1, 2026): Travel to Hallstatt

- ☐ **Morning:** Check out from the hotel after breakfast and proceed to Vienna Central Station.
- ☐ **Afternoon:** Take a train from Vienna to Hallstatt. (*Route: Vienna → Attnang-Puchheim → Hallstatt Bahnhof → ferry to Hallstatt village*).
- ☐ Check in at **Seehotel Gruner Baum (Marktplatz 104, 4830 Hallstatt, Austria)**

Day 7 (January 2, 2026): Hallstatt Exploration & Travel to St. Wolfgang

- ☐ **Morning:** Check out from the hotel after breakfast. Explore Old town and Market Square, Hallstatt Skywalk and Bone House (beinhaus) St Michael Chapel.
- ☐ **Afternoon:** Take Lunch at **Gasthof Zauner (Hallstatt)**. Travel to **St. Wolfgang** via *Public Transportation: Hallstatt → Bad Ischl → St. Wolfgang*.
- ☐ **Evening:** Check in at **STRANDHOTEL MARGARETHA (Margarethenstrabe 67, 5360 St. Wolfgang)**.

Day 8 (January 3, 2026): St. Wolfgang & Wolfgangsee Region

- ☐ **Morning:** Take breakfast at the hotel. After breakfast, stroll through the **St. Wolfgang village**. Visit the Pilgrimage Church (Wallfahrtskirche St. Wolfgang).
- ☐ **Afternoon:** Walk along **Wolfgangsee lake** promenade.
- ☐ **Evening:** Dinner at **Im Weissen Rössl Restaurant**.

Day 9 (January 4, 2026): Depart Austria and return back to the Philippines.

- ☐ **Morning:** Check out from the hotel after breakfast and proceed to St Wolfgang Station. *Depart St. Wolfgang → Bad Ischl → Vienna by train (~4.5 hrs)*.

- ☐ **Afternoon:** Proceed to **Vienna International Airport** , then take flight back to Cebu, Philippines via Emirates.
- ☐ Arrival in Cebu, Philippines.

I trust that all of the submitted documents are in order. I respectfully assure you that I will fully comply with the immigration laws of Austria and the Schengen Area, and I will return to the Philippines on or before **January 4, 2026** or within the validity period granted by the visa.

Should you require any further information or clarifications, please do not hesitate to contact me at your convenience.

Thank you very much for your time and kind consideration. I look forward to a favorable response to my application.

Sincerely,

Bertvincel Seville Santilan

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