SPAIN CHECKLIST

Important information for all applicants:

1. Intended date of travel to the Schengen territory:

2. Between your date of application and date of travel to Spain, do you intend to travel to any other country? If yes please specify

Date of travel:
Name of the Country:
Do you have the visa to travel to this country?

3. Have you been informed by the BLS staff about the stipulated processing time?

4. Do you wish to continue with your application despite the indicated stipulated processing time?

Minimum documentation for all visas categories:

Passport:
□ Valid at least 3 months beyond the stay in Spain with two blank pages
□ Not older 10 years when applying for a visa
□ With at least 2 blank pages
□ Photocopies of all the pages of the current
□ Old passport (if any)

For minor applicants:
□ Incase the minor is travelling with either of the parents, affidavit from the other parent
□ Photocopy of the passport to both the parents
□ Incase the minor is travelling with another person, affidavit from both the parents.

Photographs:
□ 3 recent photographs; Size: 4.5cmx3.5 cm
□ Not more than 6 months old
□ With white background

Visa application form for Schengen Visa:
□ Either filled in Blue pen or printed online
□ Must bear original signatures of the applicant on page 3 (field no. 37) and page 4
□ Two photocopies of the duly filled application form.

Covering letter from the applicant:
□ Purpose of travel
□ Dates of travel.
□ All cover letters must include details of any other accompanying persons as well. This includes family members, friends or business associates travelling for the same purpose.

Travel Insurance Policy:
□ Issued by insurance company as per the EU guidelines
□ Valid for at least 15 days from the date of return to India
□ Minimum coverage of 30,000 Euros or 50,000 $
□ Sworn declaration for travel insurance signed by the applicant

Travel Itineraries:
□ Hotel accommodation
□ Confirmed return flight tickets

Proof of Economic Means:
□ Salary slips for last six months
□ Original bank statement of the applicant for the last three months
□ Income tax returns (ITR-V) for last three years
□ Copy of PAN card of the applicant (if available)

Authorization letter in favour of BLS International
□ Signed by the applicant
□ In case of minor applicants, signed by **BOTH** parents

For Business Visas

□ Invitation letter from the Spanish company in Spanish language or both in English and Spanish, Letters issued only in English will not be accepted. This will be an obligatory requirement.

□ Support letter from the Indian company

For minor applicants:

□ Application form signed by both the parents
□ Passport copy of parents in case of minor applicants
□ No objection affidavit from parents in case the minor applicant is travelling with the other parent.
□ No objection affidavit from **BOTH** parents in case the minor applicant is travelling with a legal guardian.
□ Financial documents of parents must be accompanied by photocopy of the parents' passports.

Documents for Family Visit:

□ **Original Invitation** before "Policia Nacional" in case of family or friend visit (1 photocopy)
□ Attested copy of the passport or the DNI or residence card of the person living in Spain

Documents for Students:

□ Invitation Letter from Spanish University /Institute- Admission Confirmation Letter
□ Transactions of the fee payment

□ Proof of sufficient economic means, Financial documents of parents must be accompanied by photocopy of the parent's passports and a letter of responsibility.

Documents for Seaman:

□ Original letter from the local shipping agents
□ Original letter from the shipping agents in Spain
□ Continuous discharge book and photocopy of the same
□ Flight reservations
□ "Anejo II: Impreso para marinos en Transito sujetos a la obligación de visados" issued by "El puesto fronterizo del puerto" duly filled and stamped by the competent authorities.

Note: The above is not an exhaustive list of documentation. Applicant can be requested to submit additional documents or may be called for an Interview (if required) by the Embassy. The visa fee, according to Schengen regulations, is non-refundable.

All original documents must always be accompanied by at least one photocopy of the same.

Declaration:
I ……..Passport # …….. voluntarily agrees to avail the services of BLS International Services LLC to apply for a Schengen Visa at the Spain Desk.

BLS International Staff: -

Name of the Applicant/Travel Agent/ Authorized representative: In case of Travel Agency, name of the agency (obligatory):

Contact number of the applicant/Travel Agent/authorized representative (obligatory):

Signature of the Applicant/TA/Authorized representative:

Date:- ……..

Passport No:- ……..

Old passport nos (if any):- ……