

CHECKLIST : EMPLOYEE NATIONAL VISA

DD MM YY

Intended date of travel to Spain:

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Minimum documentation:

SL.	Documents	Yes	No
1	<b>Initial residence and employee work permit.</b> Original and a copy of the initial residence and employee work permit. <b>This documents is issued by the competent Authority in Spain and without it the application can not be accepted.</b>		
2	<b>Copy of the work contract</b> stamped by the Foreign Nationals' Office.		
3	<b>Passport</b> valid for at least 3 months and minimum 2 blank pages.		
4	1 recent color white background photographs <b>(not more than 6 months ) 3.5 cm x 4.5 cm</b>		
5	<b>1 National application form</b> completed in blue ink, capital letters, or printed online, duly signed		
6	<b>Copy of current passport.</b>		
7	<b>Valid resident permit/visa</b> (only for non-Thailand, Cambodia, Myanmar or Laos citizens)		
8	<b>Certificate of Criminal Record (only in the case of persons over 18 years of age)</b> Issued by the country or countries where the applicant has resided within the last five years, preceding the date of the visa application. It cannot be older than 6 months, unless the certificate itself specifies a longer expiration.		
9	<b>Medical certificate</b> , issued by a registered medical practitioner, no later than 3 months prior to the date of application.		

**Important Notes:**

- (1) All Foreign documents must be translated into Spanish.
- (2) All foreign documents must be dully legalized or apostilled, except official documents issued by a Member State of the European Union.

**This is not an exhaustive list. Applicants can be requested to submit additional documents or can be called at an interview if required by the Embassy.**

**The visa fees and the BLS Service fees are non-refundable.**

**All original documents must accompany with one photocopy.**

**Please help us save paper and space by presenting your documents printed in both sides and avoiding unnecessary and unrequired information and/or documents.**

**Declaration:**

I.....

**Passport no: ....., voluntarily agrees to avail the services of BLS International (Thailand) Ltd. to apply for a Spain Visa.**

**BL Staff:.....**

**Contact number of applicant:.....**

**Signature of the Applicant: .....**

**Date:.....**