

CHECKLIST : EMPLOYEE NATIONAL VISA

DD MM YY

Intended date of travel to Spain:

--	--	--

Minimum documentation:

SL.	Documents	Yes	No
1	Initial residence and employee work permit. Original and a copy of the initial residence and employee work permit. This documents is issued by the competent Authority in Spain and without it the application can not be accepted.		
2	Copy of the work contract stamped by the Foreign Nationals' Office.		
3	Passport valid for at least 3 months and minimum 2 blank pages.		
4	1 recent color white background photographs (not more than 6 months) 3.5 cm x 4.5 cm		
5	1 National application form completed in blue ink, capital letters, or printed online, duly signed		
6	Copy of current passport.		
7	Valid resident permit/visa (only for non-Thailand, Cambodia, Myanmar or Laos citizens)		
8	Certificate of Criminal Record (only in the case of persons over 18 years of age) 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	Medical certificate , 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:.....