

CHECKLIST – BUSINESS

Please specify:

DD

MM

YYYY

- Intended date of travel to the Schengen territory:

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- 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:

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 Country:

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Minimum documentation for Business Visa:

SI.#	Documents	Yes	No
1	Passport current for at least 6 months beyond the stay in Spain with 2 blank pages		
2	Copy current and expired passport (First page) and Schengen visas on passports (if any)		
3	2 recent color white background photographs(no more than 6 months old) , size 1.5” or 2”		
4	2 copies of visa application forms completed in blue ink or printed online (Accept only Spain Application)		
5	Invitation letter, in English or Spanish from the Spanish company		
6	Original employment letter (not more than 1 month) or company registration (Business owner)		
7	Original personal bank statements for last 6 months along with bank guarantee letter (issue date not over 1 month)		
8	Supporting letter from Thai company mentioning details of trip and “all expenses paid”		
9	Original bank statements for last 6 months along with bank guarantee letter (issue date not over 1 month) from company		
10	Covering letter from applicant mentioning purpose of travel, date of travel and accompanying family members/friends/business associates		
11	Confirmed return flight tickets		
12	Confirmed Hotel Accommodation		
13	Travel Insurance as per EU guidelines with a minimum coverage of €30,000		

Please Note : All document in Thai must be translate in English

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 fee and the BLS Service fee is non-refundable.

All original documents must accompany with one photocopy.

Declaration:

I holder of
Passport no..... voluntarily agrees to avail the services of BLS
International (Thailand) Ltd. to apply for a Spain visa.

BLS Staff:..... In
case of a Travel Agency, name of the agency

Contact number of applicant/agency

Signature of the Applicant/Agent

Date