



National Visa With Working Permit Exemption (More than 90 Days)

JAN 2026

OVERVIEW

The Residence Visa with Working Permit Exemption is applicable for stays exceeding 90 days in Spain. It allows individuals to reside and work without the need for a separate work authorization:



GENERAL INFORMATION

- The application must be submitted in person or by a duly accredited representative at the BLS Visa Application Center for Spain in Jakarta. The representative must provide proof of his/her identity through an original passport or identity document and provide an authorization letter signed by the applicant.

More information and appointments at:

<https://idn.blsspainvisa.com/>

- Only applications from residents in Indonesia and Timor Leste will be accepted.
- Residents in other countries must apply for their visas at their country of residence.
- All submitted documents must be originals and copies of those. At the end of the procedure, original documents will be delivered back to the applicant and the copies will be kept with the file at the Embassy.
- All documentation in a foreign language must be translated into Spanish:
- You may find a sworn translator in Spain here:
<https://www.exteriores.gob.es/es/ServiciosAlCiudadano/Paginas/Buscador-STIJ.aspx>
- The translations made by a sworn translator in Spain do not need to be legalized, but if other translators make the translation it must be legalized by the Embassy/Consulate of Spain in the country where the document was issued.
- **Translated documentation Bahasa Indonesia into Spanish will be legalized by the Embassy. Legalization fee will be applied. (More information at emb.yakarta.sc@mae.es)**
- When necessary to assess the application, the Consular Office may request additional documents or data and may ask the applicant to come in for a personal interview. Please check said contact details are correct and accurate.
- No information will be provided about the status of the visa before the process has ended.



DOCUMENTS REQUIRED IN ORDER TO APPLY FOR NATIONAL VISA WITH WORKING PERMIT EXEMPTION (MORE THAN 90 DAYS)

1. National Visa application form.

Each applicant must complete and sign a visa application, filling in each of its sections

2. Proof of residence in the consular demarcation.

Indonesian KTP and KARTU KELUARGA or in case of foreigners KITAS or KITAP.

3. Passport.

A valid passport recognized as such by Spain, **with a minimum validity of ONE YEAR**. (in the case of a temporary contract, the validity period must cover the duration of the contract) and contain two blank pages. Passports issued more than 10 years ago will not be accepted.

4. Photocopy of the relevant information page of the passport.

5. Photograph.

One recent (taken within the last 6 months to reflect your current appearance) color photograph, passport-size, printed on matte/glossy paper, with a white background, facing forward, without dark or reflective glasses nor any garments concealing the applicant's full feature of the face.

Glued or clipped (not stapled) onto visa application form.

6. Police Clearance Certificate.

Applicants of legal age (18 years old and older) must submit the original and a photocopy of their Police Clearance issued by their country or countries of residence for the past 5 years.

Once this document has been issued, it must be:

- First: Apostilled/Legalized

In case of Indonesian Police Record:

The Embassy of Spain will only accept Indonesian Police records issued by the "Badan Intelijen Keamanan" (BAINTELKAM) in Jakarta (address: JL. Trunojoyo 3 – Kebayoran Baru – Jakarta 12110) in Indonesian and English languages.



The Embassy will not admit neither legalize Indonesian Police records issued by organizations other than the abovementioned.

Once the Indonesian Police Record has been issued, it must have the Apostille of La Hague issued by the Ministry of Law and Human Rights (KEMENKUMHAM).

In case of Timor Leste Police Record:

It must be legalized first by the Ministry of Justice of Timor Leste, then by the Ministry of Foreign Affairs of Timor Leste, and finally by the Embassy of Spain in Jakarta.

- Second: All the documents must be translated to Spanish.

If the applicant has spent more than 6 months (more than 180 days) during the last 5 years in another country (outside the Indonesia, Timor Leste or Spain), an additional Police Clearance Certificate from every country of residence must be provided. The Police Clearance Certificate must be authenticated with the The Hague Apostille, unless it is issued by an EU member state. The Police Clearance Certificate issued by an EU authority does not need to be apostilled in order to be accepted. If the country in which the applicant has lived in the past 5 years does not subscribe to The Hague Convention of 1961, the Police Clearance Certificate must be authenticated by the Ministry of Foreign Affairs of the issuing country and then by the Consulate of Spain in this country. The Police Clearance Certificate must be accompanied by an official translation into Spanish (if the original is not written in Spanish).

Please submit an original of all documents and its copies: Police Clearance Certificate, Apostille and official translation.

7.- Medical Certificate.

Original and the copy of a Medical Certificate confirming that the applicant does not suffer from any disease that could cause serious repercussions for public health pursuant to the 2005 International Health Regulations.

- This Certificate must be issued within 90 days of submitting the visa application.
- This Certificate must include a stamp from the issuing Medical Center, doctor's signature and doctor's License Number.
- The Certificate must be written on letterhead paper from hospital/doctor's office or directly on the provided template.
- The Certificate must be signed by a Doctor (Physician), not by a Nurse Practitioner or a Physician Assistant.

This Consular Section does not provide information about Medical centres that issue this Certificate. The applicant may contact any public or private Medical centre duly accredited.



8. EX-09 form 'Autorización de estancia o residencia temporal con excepción de la autorización de trabajo', and 'Autorización inicial de residencia temporal fee self-assessment form 790-052, to be paid on the day your application is accepted.

9. Proof of being in one of the cases of exemption from the work authorization

Please submit one printed copy, if it is an electronically signed document. Otherwise, please submit the original document and the copy.

9.1 Technicians and scientist, invited or hired by the Spanish authorities or public institutions whose purpose is to promote and develop a research promoted or majority owned by the above. This situation applies to professionals who, due to their knowledge, specialization, experience or scientific practices are invited or hired by any of the Administrations mentioned for the development of an activity or a technical, scientific or general interest program.

Documents: Invitation or work contract endorsed by the legal representative of the Spanish authority or public institution, along with the project description and professional background.

9.2 Teachers, technicians, researchers and scientists invited or hired by a Spanish university. It will only be considered the foreign academics hired or invited by a Spanish university to carry out teaching, research or academic tasks.

Documents: Invitation or work contract for the exercise of the above-mentioned activities, endorsed by the legal representative of the university.

9.3 Managerial, teaching or research staff, from cultural or educational institutions, private or state-owned, with renowned reputation, officially recognized by Spain, that will carry out cultural or educational programs from the respective countries. The studies, programs, degrees or diplomas issued must be valid and recognized by the countries on which they depend.

Documents: proof of the validity in the country of origin of the degrees or diplomas issued in Spain, of the employment contract or designation for the exercise of management or teaching activities and, in the case of private entities, of documents justifying their official recognition by Spain.

9.4 Civil or military officials from Foreign States Administrations that come to Spain to perform activities under co-operational agreements with the Spanish Administration.

Documents: certificate issued by the competent Foreign State Administration and justification of such aspects.



9.5 Correspondents from foreign media who develop their journalistic activity in Spain, duly accredited by the Spanish authorities, as correspondents or special correspondents.

Documents: accreditation issued by the Spanish authorities.

9.6 Members of International Scientific Missions duly authorized by the relevant Spanish administration that will engage in studies or research activities programmed by an International organization or agency.

Documents: authorization issued by the competent Spanish administration to take part in the International Scientific Mission.

9.7 Religious ministers and members of the Church hierarchy, faiths and religious communities, and professed religious of religious orders. The following requirements must be met:

a) The Church or community is registered at the Registry of Religious Orders of the Ministry of Justice.

b) The applicant has the status of Minister of Religion, member of the Church hierarchy or professed religious.

c) The activities to be carried out in Spain are strictly religious, contemplative or respond to statutory purposes of the Order; work activities not included in this area are expressly excluded.

d) The entity must be in charge of living and accommodation costs, as well as those required under the Social Security regulations.

Documents:

In paragraph a) through certificate issued by the Spanish Ministry of Justice.

Rest of paragraphs, through certificate issued by the religious entity, with the consent of the Ministry of Justice and submitting a copy of the statutes of the order.

9.8 Members from representative, governmental and administrative bodies of internationally recognized trade unions and business organizations, if the activity is limited to the exercise of these functions.

Documents: certificate issued by the trade union or business organization.

9.9 Foreign minors in working age, under the guardianship of a child protection agency, for activities that, at the proposal of the entity, promote their social integration.

Documents: documentary evidence that the minor is under the guardianship of the child protection agency, and proposal of the entity that will favor the social integration of the minor.



10. Payment of fees

Visa fee: 1 760 000 IDR

Residence Authorization fee: 210 000 IDR

11. Proof of the representative's identity and capacity.

If the applicant is a minor, it will be necessary to submit copies of the identity document or passport of their parents, as well as of the document constituting proof of kinship. The originals must be shown when submitting the application.

If the visa application is submitted through a representative, a copy of the identity document or passport of the representative and of the power of attorney or document accrediting representation must be submitted. The originals must be shown when submitting the application.

Note that in order to grant the visa the applicant must comply with all the requirements.

THE CONSULAR ADMINISTRATION HAS FULL AUTHORITY TO EVALUATE AND REQUEST MORE DOCUMENTS THAN THOSE SUBMITTED BY THE APPLICANT. THE LATTER IS HEREBY INFORMED THAT SUBMITTING THE AFOREMENTIONED DOCUMENTS DOES NOT GUARANTEE AUTOMATIC ISSUANCE OF A VISA.



PROCEDURE

This Consular Office is competent to accept visa applications from individuals residing in the consular district. (Indonesia and Timor Leste)

- **Who can apply for a visa:** The visa application must be submitted in person by the applicant, or by one of their parents if they are a minor
- **Place of submission:** The application must be submitted by appointment only to the BLS Spain Visa Application Center for Spain in Yakarta.

BLS – SPAIN VISA APPLICATION CENTER, YAKARTA

Unit No. 805, Lantai 08, Menara Thamrin,
Jalan MH Thamrin Kav. 03, Jakarta Pusat,
Jakarta 10250, Indonesia

Email: info.jkt@blshelpline.com, feedback.jkt@blshelpline.com

Phone number: +62 213 117 2169

Please be sure that you have already all the required documents before scheduling an appointment, as only complete applications with all the requirements will be admitted.

To find more information and schedule an appointment at BLS Spain Visa Application Center in Yakarta, please contact BLS Spain Visa Application Center

Rectifying the application: The Consular Office may ask the applicant to submit any missing documents, or to provide additional documents or data that are necessary for a decision regarding the application. The applicant may also be called in for a personal interview.

Decision period: The legal period for reaching a decision is of 3 months from the day after the submission date of the application, but this period may be extended when an interview or additional documents are requested.

Collecting the visa: BLS Office will inform the applicant regarding the procedure to collect /return the passport and any other original documentation.

Visa refusal: Visa refusals will always be notified in writing, setting forth the grounds on which the decision adopted was based.

Appeals: If a visa is refused, the applicant may submit an appeal for reconsideration to this Consular Office in Spanish within 1 month of the day following the date on which notification of the refusal is received. An application for judicial review may also be filed



with the High Court Justice of Madrid within the 2-month period beginning the day after the date on which the applicant receives notification of the visa refusal or of the dismissal of the reconsideration appeal.

Validity period of the visa: The visa will be valid for 90 days.

Once in Spain, the worker must register with the Social Security system before beginning their work activity and apply for a Foreigner Identity Card (T.I.E. “Tarjeta de Identificación de Extranjero”) at the Foreign Nationals' Office or the corresponding police station, within 1 month from their registration with the Social Security system.

If the visa contract is for seasonal work, the visa will be valid for the entire period for which the applicant is authorized to reside and work in Spain, and it will not be necessary to apply for a Foreigner Identity Card upon arriving in Spain.