

## Spain Visa Application Checklist for Seafarer In Transit

<b>Name Applicant</b>	:		<b>SEAMAN</b>
<b>Passport No</b>	:		
<b>Date apply</b>	:		

Document Required	Requirement	Notes	YES	NO	Reason
Submission Guidelines	Application must be submitted in person	No earlier than 9 months before travel			
	Applications >9 months in advance	Will not be accepted			
Schengen Visa Application Form	Fully completed, dated, and signed				
Passport (Original & Copies)	Passport with minimum validity of 3 Months since expiration date of applied visa				
	Issued within the last 10 years				
	Copy of personal data page				
	Copies of previous Schengen visas				
Seaman's Book (Original & Copies)	Seamen Book with minimum validity of 6 months				
ID & Family Card	Copy of Identity Card (KTP)				
	Family Card (Kartu Keluarga) for Indonesian nationals				
Photograph	Recent photograph, One passport-size photo (4.5x3.5 cm)				
	white/light background				
	No staples; glued/clipped				
Medical Travel Insurance	Coverage: min. €30,000				
	Valid for entire Schengen area				
	Issued by approved insurance company				
Shipping Agent Letter	Must include full personal and voyage details	Name, nationality, birth date/place, passport & Seaman's book info, ship name/flag, port details, itinerary, etc.			
Local Maritime Agency (if applicable)	Invitation letter from Indonesian agency	Must list seamen and describe job roles			
Working Contracts	Photocopy of seamen's working contracts or pre-contracts				
Processing Priority	Priority basis for seafarer visas	Highly recommended to submit early, but not subject to the 15-day rule			
If Submitted by a Representative	Power of attorney letter				
	Representative's ID/passport copy				

### Important Notes

Applicants may be requested to submit additional documents.  
 An interview may be required by the Embassy.  
 The Embassy may decide not to approve the visa application.  
 Visa fees are non-refundable according to Schengen regulations.

**BLS Staff (Name & Sign)**

**Name & Sign of the Applicant/Authorized representative**

✦ Agent Information (To be Filled)	
Name of the Travel Agent/Authorized Representative	:
Name of the Agency (obligatory)	:
Contact Number of the Travel Agent/Authorized Representative (obligatory)	: