

Checklist for Spain Visa Application

Name Applicant	
Passport No	
Date	

Document Required	Yes	No	Reason
2 Application Form			
Current Passport			
Itinerary Form			
Photocopy passport ( Endorsement page , schengen visa issued during 5 years )			
Photocopy Whole Trip Transportation ( include trip into schengen area )			
Photocopy Travel Medical Insurance			
Invitation Letter ( if applicable )			
Photocopy Hotel Reservation in Spain ( and other schengen countries )			
Sponsor Letter ( consist of name applicant , who will be paid on whole trip, purpose of travel ) ; if applicant under 18 years old provide with parents job statement letter and certificate from her/his school			
Photocopy of Family Card and ID Card ( include birth certificate, marriage certificate )			
Original and Photocopy Notarial Letter , if Applicant under 18 years travelling without parent or one of parent			
Photocopy Recent Personal Bank or Balance Last 3 Months ; International Credit Card with photocopy of Billing Statement asociated to that Credit Card			
Authorization Letter if the Applicant Lodged by the representative and Photocopy of Representative's ID/KTP			
Any Other Document			

**Please arrange Your Document the same as the chekclist above**

Applicant can be requested to submit additional documents , may be called for an Interview (if required) by the Embassy or not approved the Application by the Embassy. The visa fee, according to Schengen regulations, is non-refundable

BLS Staff: -

Signature of the Applicant/TA/Authorized representative:

Name of the Applicant/Travel Agent/ Authorized representative:	
In case of Travel Agency, name of the agency (obligatory):	
Contact number of the applicant/Travel Agent/authorized representative (obligatory)	