

Documents Required By Consulate General of Spain, New York

Note: Please ensure you have checked the jurisdiction section before submitting your application at New York. You can only apply 3 months before you

1. **One Schengen application form** (Total of **4 pages**) duly filled out and **signed** on the last page. *(Please use form only from BLS or Consulate of Spain website)*
2. **Passport** valid for a minimum of three months after the expected visa stay and with at least two blank pages available. Passport must not be older than 10 years.
3. **One passport size photograph** in color, 2 x 2 inches (51 x 51 mm) in size, printed on matte or glossy photo quality paper, taken within the last 6 months to reflect your current appearance and in front of a plain white or off-white background.
4. **Residence Proof:** Alien Residence Card (Green Card) or residence visa valid in the US (B1/B2 tourist visa holders cannot apply). Visa must be valid for re-entry into the United States of America if coming back to the US.
5. **Proof of Travel:**
 - Confirmed reservation of your **airline ticket (round-trip including all destinations in the Schengen area if travelling to more than one country)**. Just a flight **reservation** is required with a booking ID. It is highly recommended not to buy the tickets until you get your visa.
 - If you plan to travel by car, you will need to provide copy of driving license (if someone else is driving – a letter from them and copy of their passport), car insurance and V5 document (Car registration documentation) or car rental documentation.
 - You will also be required to provide full documentation showing means of crossing the country borders by air or land e.g. flights, bus, ferry tickets or Eurotunnel tickets.
6. **Proof of stay** (dates must be same as flight/travel dates):
 - A detailed hotel reservation for the duration of stay OR
 - The ORIGINAL invitation letter from a family member or friend issued by the "Policía Nacional" in Spain. **AND** Notarized letter from inviting person taking responsibility that applicant will return to the United States
 - If you are part of a tour or a cruise, include a letter from your travel agent stating a complete itinerary of cities and hotels. [Screenshots not accepted]
7. **Proof of financial status:**
 - Three months bank statements of personal/savings account AND latest credit card statement, ending balance must be in USD or Euros only [If in other currency or language, a bank letter stating average balance for 3 months is required]
 - ***If current statement is older than one week submit a bank letter reflecting current balance.** [no exceptions for 3 months personal bank statements]
 - Should have an average balance of a minimum of \$100 per day in the last 3 months

- Marriage certificate required for married couples who do not have a joint account and either is sponsoring the travel (Must be in English or Spanish only)
- In case of Financial Support from **immediate family**, kindly provide documents proving relationship for eg. Birth certificate or any relevant document (English/Spanish only), passport copy of sponsor & letter assuming full financial responsibility

8. Travel medical insurance document for Spain with a minimum **coverage of €30,000** Euros or its equivalent in USD, must include "**Repatriation coverage**". Must specify travel duration with start & end date. Must be Zero deductibles [An insurance card will not be accepted as proof of coverage]

9. Proof of employment:

- a. If you work: letter from employer stating your job title, length of time employed and annual salary AND/OR last 3 months pay stubs
- b. If you do not work and are economically dependent (only family members), a notarized letter from the person you economically depend on assuming full financial responsibility of your travel and stay, plus copy of the valid passport and three last bank statements of that person [Submit Document proving relationship in English/Spanish]
- c. If you are self-employed, a "Good Standing Certificate" issued by the Secretary of State OR the license of your business or company/proof of paid taxes

*For professional or business trips you must submit an invitation from a company or organization based in Spain to participate in a meeting, convention, fair or congress, etc.

10.If the applicant is a minor/under 18 years:

1. A notarized authorization letter to apply for a visa from either parent/custodians who is not accompanying the minor.
2. Application form signed by both the parents.
3. Family Court Order if only one parent has full custody [notarized copy in English/Spanish]
4. Passport copy of the parent(s) with their signature, attested before the notary public.
5. Birth Certificate (must be translated in English/Spanish if in other language)
6. If you are student, a letter from your school or college /F1 and a copy of Student ID.

***If a minor is travelling alone:**

- Letter from the tutor/person living in Spain assuming full responsibility to take care of the applicant and accepts that his/her sexual criminal background check may be conducted.
- Letter must be notarized by a Spanish notary in Spain
- Copy of their passport
- A Notarized letter from both parents granting permission to the minor travelling alone and acknowledging the above person will care for the minor child during their travel in Spain

***Additional documents may apply**

***All documents must be in English or Spanish only**

*** All currency must be in USD or Euros only – Certified translation if in other language**

***Payments by cash or debit card only – Certified translation if in other language**

*** Screenshots will not be accepted for any documents**