



## **TOURISM/PRIVATE VISIT**

*These are the documents required to submit a Schengen visa application for tourist purposes. Please note that the Embassy may contact you later on and request additional information.*

*When submitting an application, both a [consular](#) and a [BLS fee](#) must be paid.*

*Please remember that you should apply for a Spanish Schengen visa if Spain is the sole or the main destination of your visit.*

*Back to back pages are preferred. Do not staple any documents and refrain from providing documents other than those mentioned here-below.*

*[Applications for a Schengen visa of family members of a citizen of the EU, EEA or Switzerland](#) enjoy preferential treatment.*

### **Basic documents**

- Passport of the applicant with at least two blank pages, valid for at least three months after the duration of the anticipated stay and issued in the last ten (10) years. Old passports must also be included.
- One copy of the pages of the passport with biographic data (in the case of an Indian passport, at the beginning and the end).
- One [application form for a Schengen visa](#) duly completed (full postal address, email address and telephone should not be omitted) dated and signed in blue ink.
- One recent photograph of the applicant (35-45 mm), on a white background, affixed on the application form.
- If the applicant is not a national of India, Sri Lanka, Bhutan, Nepal or the Maldives, evidence of his/her legal residence in any of these countries (residence permit).
- Proof of travel insurance with a minimum coverage of 30,000 Euros to cover any expense which might arise in connection with repatriation for medical reasons, urgent medical attention and/or emergency hospital treatment. The insurance must be valid throughout the territory of the Schengen States and during the entire period of stay. Check the list of approved Indian travel insurance companies [here](#).

### **Details of the trip**

- Cover letter (account of the purpose of the visit).
- Flight bookings (roundtrip). It is advisable not to buy the air ticket until the visa has been granted.
- Hotel accommodation for the duration of the stay or, if you are visiting family or friends in Spain, an [invitation letter from the resident in Spain issued by the Spanish national police](#).

### **Evidence of economic means**

- Original, stamped and signed bank statements of the applicant and sponsor (if any) of the last six months. Original, signed letter by the sponsor detailing the concepts/amount to be covered and proof of the relationship of the sponsor with the applicant must be submitted, if relevant.
- Income tax returns (ITR-V or Form 16) for the last two years.
- Salary slips for last three months, when available.
- Title of property in Spain, pension slips or proof of deposits, when relevant.

### **For minor applicants**

- In case of minors (below 18 years), the application form must be signed by both parents, unless the object of the trip is visiting one parent who lives in Spain (see below). The application must include a copy of the passport of each parent (just of the pages with biographical information), attested by notary public, unless the parent is present when submitting the application.
- If just one parent will accompany the minor during his travel to Spain, a no objection affidavit of the parent who is not traveling, unless the accompanying parent has full custody. Full custody should be proved by a notarized certificate.
- If the minor will travel unaccompanied by any of his/her parents, a no objection affidavit from both parents.

### **Average processing time at the Embassy**

4 working days