

Spain Business Visa Requirements

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You can apply via our Online E-Visa Application form.

This country is a proud member of the Schengen agreement, facilitating seamless travel within the Schengen Area comprising 26 European countries. Schengen Area allows for borderless travel between 26 countries: Austria, Belgium, Bulgaria, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, and Switzerland. Spouses and children (under 21) of EU/EEA citizens may qualify for a visa fee waiver when travelling with or joining the EU/EEA family member, provided the necessary relationship documentation is presented. Visa policies are subject to change.

Visas Zone has launched an e-visa application portal through its website to help streamline certain visas. It is a user-friendly online visa portal process for many nationals, and the main objective is to save you time! The process consists of the applicant completing the online questionnaire and submitting it to us for processing! Visas Zone also provides payment on the applicant?s behalf and after completion, deliver your passport with visa to a home or office address! Submit the online form and the below documents to any of our offices for processing:

Valid Passport, validity 3 months after date of return. Older SA passports must sign the information page at the back. Passports require 2 valid, blank and consecutive pages (marked VISA). Visa pages are invalid if damaged or signed by stamps from other pages. Please note, visas cannot share the same page back to back. Foreign Passport holder must also present a permit for South Africa valid for 3 months after the date of return to South Africa.

1 recent color photograph; size: 4.5cmx3.5 cm. Not more than 6 months old and not previously used. With white background. Acceptable format involves visibly showing facial characteristics of the applicant, from the tip of the chin to the top of the head, counting both, left and right, sides of the face, while the face is positioned in the center of the photo. Both ears must be shown.

Spanish Schengen visa application form

Round Trip flight reservation in applicants name (specifying each entry into and exit from the Schengen area and proving transport to Spain) if travelling to more than one Schengen country proof of all internal means of transport (flight, train, bus, car rental, etc) is required. Important: It is advised not to pay for any reservations before you receive the visa. If you do not receive your visa on time, or if your visa is refused, the Consulate of Spaincannot be held responsible in any way for any losses encountered.

Travel Insurance for the Schengen State (Visa letter, if addressed to a particular party, it MUST be addressed to the Embassy of Spain) Must confirm period/duration of cover, territory covered, amount covered for (min 30 000 Euros) and identify passenger as per the passport.

Accommodation for entire period of the stay in Schengen territory must be presented in:a. Hotel booking/reservation, time sharing booking (with name of applicant on it orexplanation on who the person has booked is).b. Tours and cruises need to come with the full paid invoice.c. In case of private invitation, host invitation from Spanish Nationals or foreign residentsin Spain.The original letter of invitation issued by Spanish National Police. It is available at anySpanish National Police Station.d. When payment has been made for private accommodation (villa, house, apartment), the owner must provide a copy of his passport and proof of ownership (propertyownership or leasing).

Provide a signed original letter of employment stating salary/annual cost to companyand date of employment inception. and certified copy of last three month payslips.b. Self-employment (directors, CEO, Board Members): proof of company registration/commercial license and latest VAT certificate.c. Pensioner/retired applicants should provide proof of pensioner ship.d. If student, letter from the school/university confirming attendance (enrolment letter notaccepted).

For business/professionsl trips/ conference/fairs - a. Letter of invitation from the Host Company or Authority in Spain, stating purpose, date and relation with the invited company/person. The invitation must be signed by the person inviting and give contact details of the company/person inviting. The lettermust be written in Spanish if addressed to the Consulate.b. Original letter of SA company confirming purpose of trip, dates, relation with the Spanish company and applicant?s employment status. Must be signed. List of participants if applicablec. Proof of registration with organizer of conference or fair.

Seaman: Application form, passport, photo, proof of address, flight, Insurance, employment letter; along with Continuous discharge Seaman's book and copy of the same. A letter from the shipping agents details: name and surnames; nationality; date and place of birth; passport and Seaman's book details (number, date of issued and expiration); occupation; name and flag of the ship; date and airport of entry in Spain; Seaport of embarkation in Spain, length of stay of seafarers on the ship, seaport of landing of seafarers, date of return to the country of origin of seafarers, itinerary to be followed by seafarers to travel to Spain and to return to country of origin.

For studies up to 90 days - Admission to a teaching institution, public or private, officially recognized by the Spanish Authorities.

Please present up-to-date bank statements from the last 3 months - current account (Personal statements only, no business statements) - outdated statements for more than one week are insufficient (Originals with a stamp from the bank). Bank letters or Internet bank statements are not accepted. (must prove 120 euros per person per day) & must show a positive balance of at least R20 000)

Proof of Address: Utility Bill not older than 3 Months

If visiting a non-Schengen country as part of the same trip, proof of a valid entry permit for the non-Schengen visa is required.

The processing time for EU visas can fluctuate without prior warning and remains volatile. Therefore, it's always best to double-check at the time of application to prevent disappointment. Do not confirm or pay for your air ticket until the visa is issued. The decision about Schengen visas is taken within 15 calendar days after the application is accepted by the Embassy of Spain/Consulate General of Spain and the term can be extended up to 45 days if it is necessary to make a more detailed examination of the application.

Cost - Kindly contact any of our offices for a detailed quotation. Prices may vary due to the exchange rate. Visas Zone charges a service fee