

## CHECK IF YOU QUALIFY TO APPLY AT THE BLS SPAIN VISA APPLICATION CENTER IN NEW YORK:

- Only permanent residents of New York, New Jersey, Connecticut, Delaware and Pennsylvania have jurisdiction to apply with the Consulate of Spain in New York.
- Citizens of the following countries **DO NOT** require a visa to travel as tourist (for a stay that does not exceed 3 months within a period of 6 months). [Click here](#) to check the list of countries to determine if you need a visa [Exceptions also apply to holders of Biometric Passports from certain countries]
- You can only apply 6 months before your flight departure date to the Schengen area. Crew members can apply 9 months in advance
- You can apply at this Consulate if your main destination is Spain and your length of stay is longer than other Schengen countries. Port of entry must be Spain if length of stay are equal days.
- Non-refundable fees, payable with only Debit Card / Cash payments (No Money Order)
- We provide overnight courier service for speedy return of your passport once decision is received from the Consulate (Please do not buy Pre-paid envelopes)

## CHECKLIST (YOU MUST BRING ORIGINAL OF THE FOLLOWING DOCUMENTS):

<b>VISA APPLICATION FORM:</b> <a href="#">CLICK HERE</a>	
	All forms should be typed or filled in pen
	Must bear original signatures of the applicant with blue pen on the application form.
	DOWNLOAD FORM: <a href="https://usa.blsspainvisa.com/nyc/short_term_visa_tourist.php">https://usa.blsspainvisa.com/nyc/short_term_visa_tourist.php</a>
	*Incomplete application forms can affect the visa decision – Ask for form filling assistance
<b>PROOF OF JURISDICTION:</b>	
	GOVT ISSUED STATE ID OR
	DRIVING LICENCE OR
	VOTER ID/TAX DOCUMENT
	OFFICIAL LEASE AGREEMENT WITH UTILITY BILL * decision lies at the discretion of the Consulate to accept jurisdiction
<b>VALID PASSPORT:</b>	
	Ordinary passport or travel document issued in the last 10 years
	Must have at least two empty pages
	Must be valid for three months upon entry into the United States
	Diplomats traveling on work must apply directly at the Consulate
	US Passport holders travelling on tourism do not need a visa for short stay of up to 90

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<b>VALID RESIDENCE PROOF:</b>	
	Permanent Residence Card / Green Card
	Valid Residence Visa Stamp
	Employment Authorization Document with Advanced Parole
	Refugee Travel Document (Please check if you're allowed to travel to Spain)
	Visa must be valid for re-entry into the US if returning to the US
<b>PHOTOGRAPH:</b>	
	1 recent photograph in color, 2 x 2 inches (51 x 51 mm) in size
	80% of face coverage with ears visible
	Not more than 6 months old
	With white background
	Without Spectacles & Sunglasses
	No Smiling face (Teeth should not be visible)
<b>COVER LETTER:</b>	
	Cover Letter stating Applicant details, Purpose of travel, Dates of travel, Return information
	Cover letter must include details of any other accompanying persons as well. This includes family members, friends or business associates travelling for the same purpose.
	Please mention any special circumstances or requests to the Consulate
<b>PROOF OF TRAVEL: FLIGHTS, CAR RENTAL, EURO RAIL, FERRY, BUS TICKETS ETC</b>	
	Confirmed reservation of your <b>return airline ticket (USA round-trip including all destinations within the Schengen area)</b> . Just a flight <b>reservation</b> is required with a booking ID/reference number. 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
	If not returning to the US, applicant must provide detailed justification and proof of leaving the Schengen area with the cover letter

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<b>PROOF OF STAY:</b>	
	Accommodation dates must be same as flight/travel dates
	A detailed hotel reservation for the duration of stay in your name, if reservation is not in your name, a letter from the booking person's name must be submitted with the complete bookings
	<b>OR</b> The ORIGINAL invitation letter from a family member or friend issued by the "Policía Nacional" in Spain. <b>AND</b> 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 with payment receipt. [Screenshots not accepted]
<b>PROOF OF SUFFICIENT FUNDS:</b>	
	Last three months personal bank statements of current/savings account (with transaction history) eg:-Jan, Feb & March with Bank letter of current balance if statement is more than a week.
	<b>AND</b> latest credit card statement
	If current statement is older than one week submit a bank letter reflecting current/average balance of last 3 months. <b>[no exceptions for 3 months personal bank statements]</b>
	Ending balance must be in USD or Euros only. Only United States banks will be considered. And European banks if account is outside the United States.
	Should have an average balance of a minimum of \$115 per day of trip in the last 3 months and a minimum of \$1150 in the latest checking/savings statement
	Tax Return/W2 if required
	Marriage certificate/proof of relationship is 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 (Parents, Children, Siblings, Grandparents, Spouse), kindly provide documents proving relationship for eg. Birth/Marriage certificate/Tax documents or any govt issued document (English/Spanish only), passport copy of sponsor & letter assuming full financial responsibility
	If Financial sponsor is outside the US, they must provide a bank letter on a letterhead with the average balance in the last 3 months in USD or Euros from a US or European bank only.
	Business account bank statements can be provided <b>in addition</b> to personal statements – A business certificate must be provided to show ownership of business
<b>TRAVEL INSURANCE: <a href="#">BUY HERE</a></b>	
	Visa CERTIFICATE from Insurance company with complete breakdown of coverage required
	Must specify start and end date, valid for complete duration of stay in the Schengen area
	Minimum coverage of 30,000 Euros or its equivalent in USD
	Applicants name clearly mentioned on the Insurance coverage – [An insurance card will not be accepted as proof of coverage]

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	Zero deductible
<b>PROOF OF EMPLOYMENT:</b>	
	Letter of the company with seal and signature indicating length of employment, position, wage or salary and vacation period (Employment letter must have company logo and stamp)
	Last three Paystubs
	Drivers must download Employee profile from the app (Uber/lyft etc)
	Self-employed individuals must provide most recent year income tax return(s), corporate bank statement, professional license if applicable and certificate of incorporation.
	For retired: Letter from the Social Security Administration confirming the monthly retirement income.
	Students must provide proof of enrollment for eg. F1 copy, school ID card, transcripts
	Business travelers must bring a letter from their US Company indicating purpose and length of stay and a letter of invitation from the Spanish company or entity confirming commercial affiliation, assuming living expenses. If you will be participating in a congress or conference, invitation letter of the host. (LETTER MUST BE IN SPANISH IF INVITING COMPANY IS IN SPAIN)
<b>MINORS/UNDER 18 YEARS TRAVELING WITH ONLY ONE PARENT/STEP-PARENT/TUTOR/ADULT:</b>	
	Application for minors must be made by parents or legal guardian with proper legal documentation
	Application form signed by both parents
	Birth certificate
	Legal custody document, Divorce Decree
	Notarized Parental Authorization letter signed by parent not traveling giving permission to travel with the other parent or tutor or adult. Details like name and address of the authorized person to be provided. If one of the parents does not reside in the US, it can be done before the Consulate of Spain corresponding to their place of residence.
	Notarized letter from Step Parent/Tutor/Authorized Adult assuming full responsibility of minor and stating they have No Objection if their criminal/Sexual background check is conducted by any officials
	Marriage certificate in case of Step Parent traveling with the minor to be submitted
	Passport copy/Government issued photo ID of parents and authorized person

- \* Additional documents may apply
- \* All documents must be in English or Spanish only – Certified translation is needed if in any other languages
- \* All currency must be in USD or Euros only
- \* Only bank statements from banks in the US and only European Banks outside the US will be considered
- \* Screenshots will not be accepted for any documents
- \* Payments by cash or debit card only - Money order not accepted
- \* Express Courier service provided - Pre-paid Courier envelope not accepted
- \* Business Invitation Letters must be in Spanish only if Inviting company is from Spain

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