



MINISTERIO DE ASUNTOS EXTERIORES Y
COOPERACIÓN

CONSULATE GENERAL OF SPAIN EN CHICAGO

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Last update January 24th, 2018

SCHENGEN VISA

The Schengen Agreement establishes a unified type of visa for short stays (up to 90 days) for the following European countries: **Austria, Belgium, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden and Switzerland.**

This type of visa must be submitted at least **15 business days** before travelling. It is recommended not to confirm or buy tickets flight.

The visa process takes from **2 to 4 weeks** from the day the application and all documents are submitted, plus **10 days** for mail delivery.

- A later change to the purpose or the date of the visit is not admissible.

WHERE TO APPLY

The Consulate of Spain in Chicago will consider applications for all kind of visas **BY APPOINTMENT** and **IN PERSON ONLY**. Schedule one appointment per person. To schedule an appointment click here <https://app.timetrade.com/tc/login.do?url=spainconsulchicago>
APPOINTMENTS ARE FREE OF CHARGE

No visa will be processed by mail.

1. If you intended to visit only **one** Schengen country, you must apply at the Consulate of that particular country.
2. If you intend to visit **several** Schengen countries, you must apply for a visa at the Consulate of the country, which is your **main destination (where you are spending most days)**. If you are part of a cruise, please take note that every port will count as one day.
3. If you intend to visit several Schengen countries but do not have a main destination (same amount of days); you should apply for a visa at the Consulate of the country which is your **first point of entry**.
4. If you do not need a visa for the Schengen country, which is your main destination or first point of entry, please note that you may require a visa for other Schengen countries. You should then apply at the Consulate of the first Schengen country, which does require you to have a visa.

DOCUMENTS TO SUBMIT TOGETHER WITH THE APPLICATION

1. **Schengen visa application form**. Application form signed and filled in, in legible print.
2. **Original Passport or Official Travel Document and ID** (plus 1 photocopy of both): Valid passport for a minimum of 3 months after the intended date of departure from Spain, with at least one blank page to affix the visa. Your passport may remain at the Consulate. Provide proof of residency by means of a copy of US Driver's license or US State ID or current Student ID.
3. **US Permanent Resident Card or a valid US long-term visa**. Holders of **B-1/B-2** visas **cannot** apply in the United States; they must apply in their country of residence or country of origin. Applicants holding **F1 student** visas must also submit original and copy of their **I-20**.
4. **One recent passport sized photo**: (Colour photo with white Background, 2x2") glued to the form.
5. **Original Local Police invitation** from a family member or friend who resides in Spain or a detailed **hotel reservation**. If you are part of a **tour or cruise**, include a letter from your travel agent stating a complete itinerary of cities and hotels.
6. **Your latest Credit Card Statement** of a minimum credit of US € 584 plus € 65 (or its equivalent in USD) per day of stay in Spain.
7. **Your latest bank statement** with your name on it, if not, bring your marriage certificate (it can be a mailed or online statement)

8. **Original, signed employment letter** indicating type of job, length of time employed and annual salary. If you are going on business, the letter should also indicate the purpose of your trip and who will cover your expenses. Fax, copies or PDFs will not be accepted. **If you are financially independent**, the last Income Tax Return. **If you are financially dependent**, the last joint Income Tax Return with marriage certificate. **If you are a self-employed**, a “Good Standing Certificate” issued by the Secretary of State, as well as the last year’s Income Tax Return. **Students** need to present a registration letter from their school or college.
9. **Round Trip Flight RESERVATIONS are required.** It is highly recommended not to confirm the reservation or buy the ticket until you get your visa.
10. Written proof of **Health/Travel accident insurance** in the Schengen area or worldwide stating that you are covered a 100% with no deductible, no co-payments and no reimbursements, for minimum coverage of 30.000€ (or its equivalent in USD) for medical emergencies and repatriation services. An Insurance card will NOT be accepted as proof of coverage. Be aware that most US insurance policies don’t meet these requirements and only cover in the US.
11. **Minors (under 18 years of age):** Notarized, written authorization of parents/custodians to travel abroad. Original minor’s Birth Certificate (issued in the last 12 months). The certificate should match both parents’ names. At least one parent with ID matching the name on the birth certificate needs to be present with the minor; the other absent parent must give notarized authorization to present parent to apply in his/her behalf. The notarized authorizations from parents along with the photocopies of both parents passports and the Birth certificate of the minor must be legalized with the Apostille of the Hague convention in the US or at the Consulate of Spain abroad.
For the Apostille of The Hague Convention in the US, please visit:
<http://travel.state.gov/content/travel/english/legal-considerations/judicial/authentication-of-documents/notarial-and-authentication-apostille.html>
12. If you are not picking up your passport and visa in person, you should include an **Express Mail envelope self-addressed and with prepaid stamps** from the **US Postal Service (only)**, so your passport and visa can be returned by mail. **We only accept one envelope per visa applicant.**

Once the visa is approved, the Consulate will do one of the following:

- Return applicant’s passport inside the Express Mail envelope. Applicant can check the status of the shipment by tracking the envelope at www.usps.com.
- If the applicant didn’t provide an envelope, we will send the applicant a written confirmation email using the email address applicant gave to obtain the appointment.

THE CONSULATE DOES NOT TRACK MAIL, OR ANSWER EMAILS ASKING FOR VISA STATUS

- Be advised that additional requirements might be requested.

VISA FEES

- Please visit our website to check the most recent visa **fees**.
- We only accept money orders. No personal checks, no credit cards.
- The processing fee will not be returned even if the visa is not granted or cancelled.
- A Schengen visa is issued free of charge for the spouse and children of European Union nationals if the spouse presents the following:
 - Marriage certificate registered and issued by the EU country of the spouse (issued in the last 6 months) (original, photocopy and duly translated into English).
 - Round Trip Flight reservation of the applicant/s and the EU spouse travelling together.
 - Original EU citizen’s passport of EU spouse (plus a photocopy).
 - Minor children of the EU citizen, should present a birth certificate issued in the last 12 months.

TRANSIT AND AIRPORT TRANSIT VISAS

If you need to stop in Spain in transit or double transit, you must only submit those documents referred to in points: 1, 2, 3, 4, 5, 6, 7, 9, 10, 11 and 12 and the visa fees.

VERY IMPORTANT

- **US citizens** with ordinary passports valid for a minimum of 3 months, who wish to visit in Spain for tourist or business purposes for **up to 90 days in a semester DO NOT NEED A VISA.**
- Citizens of the **following countries**, with an ordinary passport valid for a minimum of 3 months, who wish to visit in Spain for tourist or business purposes **for up to 90 days in a semester DO NOT NEED A VISA.**