



SCHENGEN VISA

PLEASE READ THIS INFORMATION CAREFULLY

You must apply for a Schengen visa at the Consulate General of Spain, if:

- 1) You are **only** spending time in Spain
- 2) You are travelling and you will be spending the **longest period** of time in Spain
- 3) You are travelling and you will be spending **equal time** in various Schengen Countries, **but the first country of entry is Spain**

Check the list of Schengen Members States, in case you require more than one entry. Schengen visas are also valid for Andorra.

You **can apply at the Spanish Consulate in MELBOURNE** if you are A RESIDENT in our jurisdiction (please provide proof of residential address):

Victoria, South Australia, Western Australia and Tasmania.

We are not permitted to accept Schengen visa applications from residents in other States.

APPLICATIONS ARE TO BE SENT TO PO BOX 1119, CARLTON VIC. 3053 NO EARLIER THAN 6 MONTHS PRIOR TO ENTRY INTO THE SCHENGEN STATES.

Each person requires an individual application.

APPLICATIONS MUST INCLUDE THE FOLLOWING:

1. PASSPORT

Minimum validity of three (3) months after the end of the planned return journey, with at least 2 blank pages AND a photocopy of the details page. A minimum of 6 months is recommended.

2. CURRENT AUSTRALIAN RESIDENCY VISA (VEVO)

This can be obtained via immigration website www.border.gov.au/vevo

Please ensure that your current valid passport is linked to your visa.

3. ONE VISA APPLICATION FORM

Duly completed, signed and dated. We do not accept other forms.

4. PHOTOGRAPHS



Two (2) passport-sized colour photographs on a white background/printed on quality photographic paper.

5.- **COPY OF BOOKING/ TICKETS WITH CONFIRMED RETURN FLIGHTS**

Flights to and from place of residence (open tickets or quotes are not accepted)

Sub-load/standby tickets must be accompanied by letters from the airline stating employment/relationship of passenger and approximate dates of entry/exit.

6.- **PROOF OF AVAILABLE FUNDS**

Current Australian bank statement showing **last 3 months** of transactions.

Account holder's name and address and a minimum of approx.. AU\$1500 per initial entry and AU\$150 per day. Please note that internet printed bank statements or foreign accounts are not accepted. Please note amounts are subject to change without prior notice.

7. **CONFIRMED ACCOMMODATION**

Hotel booking/tour receipt and itinerary/conference registration/company invitation/sport or competition participation, etc.

Those who have been invited by a family/friend must provide an official invitation issued by the **local Police in Spain.**

8.- **TRAVEL INSURANCE**

Insurance policy issued in Australia for the entire duration (covering medical costs and repatriation associated with an accident or sudden illness and valid for all countries to be visited for a minimum amount of EUR 30,000). Please include copy of certificate of insurance and conditions page.

A tax invoice is insufficient; you must bring the outline of insurance purchased and inclusions of the coverage.

9.- **VISA FEE:**

A **non-refundable visa fee** is payable with each applicant (see exemptions below) and a money order (obtained at Australia Post payable to Consulate General of Spain) is to be included.

Short stay Schengen visa	1 - 90 days	AUD \$129.00
	Children aged 6-12 years	AUD \$64.00
	Children under 6	NO CHARGE

PERSONAL CHEQUES OR CREDIT CARDS ARE **NOT** ACCEPTED

10. **REGISTERED POST PREPAID ENVELOPE**



11. **DEPENDENTS/SPOUSES OF HOLDERS OF EUROPEAN UNION PASSPORTS** are entitled to a visa FREE OF CHARGE when providing supporting documents detailing family connection and joint travel. A certified copy of the valid European Union passport and a certified copy of a marriage or birth certificate is required to show proof of kinship. It is recommended that each applicant registers their marriage with their respective Consulate/Embassy and certificates should be translated and stamped with the apostille of The Hague on foreign issued documents. Those married to Spanish citizens must present their Libro de Familia.

12. **PROOF OF RESIDENTIAL ADDRESS IN OUR JURISDICTION** (Victoria, South Australia, Western Australia and Tasmania).
Bills/ bank statements/ lease agreement, etc.

MINORS TRAVELLING WITHOUT THEIR PARENTS: statutory declaration from consenting parents/legal guardians authorizing travel by minor and period of temporary custody should be provided along with certified copies of birth certificate of child and identification of person's concerned (passports and driver's license with a visible signature).

PLEASE NOTE THAT DECISIONS MAY TAKE 4 WEEKS. Plan your travel in advance to avoid disappointment as we do not accept urgent phone calls and **do not have an express service.**

The above documents are compulsory and incomplete applications cannot be processed.

The Consulate reserves the right to request additional requirements. Please make sure that you provide a contact email.

Consular officers assess visa applications ONLY when received at this Consulate-General.

CHECK LIST

1) PASSPORT	7) PROOF OF ACCOMMODATION
2) VEVO IF NOT AUSTRALIAN	8) TRAVEL INSURANCE
3) APPLICATION FORM	9) VISA FEE (MONEY ORDER) \$129.00
4) 2 PHOTOGRAPHS	10) REGISTERED POST ENVELOPE
5) FLIGHT TICKETS	11) PROOF OF KINSHIP TO EU FAMILY MEMBER AND JOINT TRAVEL (if applicable)
6) PROOF OF FUNDS	12) PROOF OF RESIDENTIAL ADDRESS IN OUR JURISDICTION