**SHORT STAY VISAS (TOURIST OR BUSINESS)**

**IMPORTANT NOTICE FOR SHORT STAY VISA APPLICANTS**

**From July 1 2019 onwards,** all Short stay Schengen visa applications (type C, up to 90 days of stay) - including tourist and business visas must be submitted at **BLS Visa Service for Spain** (250 Catalonia Ave, Suite 706, Coral Gables Miami 33134).

Appointments can be obtained through the following website:
https://usa.blsspainvisa.com/miami/
Email: info.miami@blshelpline.com
Tel: 786-329-7199

For the rest of the visas modalities (studies, residence...), the Visa Section of this Consulate will continue to receive visa applications in person, from Monday to Friday (8:30 AM-1:30 PM). In these cases it is not necessary to request an appointment. We kindly suggest applicants to arrive early at our premises.

The issuance of a Schengen Visa must occur in the consulate of the country which is considered your main destination. If the visit includes more than one destination, or if several separate visits are to be carried out within a period of two months, the Member State whose territory constitutes the main destination of the visit(s) in terms of the length of stay, counted in days, or the purpose of stay. The Schengen States are: Germany, Austria, Belgium, Denmark, Slovakia, Slovenia, Spain, Estonia, Finland, France, Greece, Hungary, Iceland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Norway, the Netherlands, Poland, Portugal, Czech Republic, Sweden and Switzerland.

Honorary Vice Consulates of Spain are not allowed to issue visas.

You can apply for a visa at this Consulate General (through BLS Visa Service for Spain) if Spain is the main destination of your trip and you are a permanent resident of Florida, Georgia or South Carolina. Due to the quantity of applications received by this office, it is recommended that you plan your trip to the Schengen area with sufficient time to apply for an appointment and to process your visa application. Holders of a B1/B2 visa must apply for a Schengen visa in their country of origin or permanent residence.

To know if, due to your nationality, you need a short-term visa or not, and stay in Spain for a maximum of 90 days over a period of 180 days, you can review the following lists of countries.

Application for visa must be submitted in person with no more than six months in advance to your trip and at least 15 days before. Applications with more than 180 days in advance to your trip will not be accepted.

Frequent or regular travelers may obtain multiple entry visas following cascading rules, depending on the applicant’s background:

- If you have had 3 short-term visas in the last 2 years, you can obtain a 1-year visa.
- If you have had a 1-year visa in the last 2 years, you can obtain a 2-year visa.
- If you have had a two-year visa in the last 3 years, you can obtain a 5-year visa.

Obtaining a visa is not a legal right and the Administration has complete authority to evaluate,
deny and request additional information to complete the file. The purpose of the trip cannot be altered.

Application for minors must be made by parents or legal guardian with proper legal documentation. Children of 12 years and older must be present at the time of appointment in order to get fingerprints.

**WHAT TO SUBMIT**
*(Original and copy of all the documents requested)*

1. Non-refundable **visa fee**.

2. **Two Schengen visa applications** completed and signed by applicant.

3. **Two recent photos in color** (US passport size), with a uniform and clear background, preferably white. Photos with a dark background or in which objects or people are seen behind the head will not be accepted. Please **do not staple** or use any other option apart from glue to attach the photo to the form.

4. **Ordinary passport or travel document** issued in the last 10 years and with at least two empty pages, recognized by the Schengen states for the issuance of a visa, valid for a period of 3-months beyond the expected length of stay in the Schengen area.

5. **Driver’s license or state ID** (from Florida, Georgia or South Carolina) with correct physical permanent address.

6. **Permit to return to the United States of America** in the form of a residence card, or a student/work visa, stamped on the passport, or parole. Residence card or US visa must be valid at least three months beyond the expected length of stay in the Schengen area.

**Holders of a B1/B2 visa must apply for a Schengen visa in their country of origin or permanent residence**

7. **Complete travel itinerary** (flight reservation). We recommend you NOT to purchase travel tickets until your visa has been approved.

8. **Proof of accommodations** for duration of trip. Bring on the following:

   - confirmed hotel reservations with address and telephone number; or
   - Official invitation letter by a Spanish national or foreign resident in Spain issued by the Police Station at their place of residence in Spain.
   - For organized trip: reservation of the trip and itinerary with the lists of the hotels.
   - For cruises: you must present the itinerary with the ports you are going to visit per day.

9. **Proof of medical travel insurance** in the Schengen countries stating that you are 100% cover for the full duration of your stay without copays, coinsurance, or deductibles, for a minimum coverage of 30,000€ (or its equivalent in USD) for urgent medical assistance or urgent hospital care and repatriation due to a medical emergency or death.
10. **Proof of sufficient financial assets** in the U.S.: most recent checking and/or savings bank statements (three latest), brokerage statements, credit cards statements or equivalent.

11. **Signed verification of employment letter** indicating type of job, length of time employed, annual salary and vacation period. Along with W2 form, last three paystubs, and the most recent year income tax return(s).

12. Self-employed individuals must provide most recent year income tax return(s), corporate bank statement, professional license if applicable and certificate of incorporation.

13. For retirees: letter from the Social Security Administration confirming the monthly retirement income.

14. For business: invitation letter from a Spanish company and from the US company indicating commercial relationships between them, and the length of stay. If the Spanish company is taking care of all expenses during the stay, it must be indicated in that letter.

**SHORT STAY VISA FOR MINORS (UNDER 18 YEARS)**

The application must be submitted by their parents or legal guardians duly accredited. Presence of the minor is also required.

In addition to the documents detailed above (requirements 1 to 9), they must submit the following:
- Original birth certificate
- Notarized authorization letter of both parents or legal guardians to travel to Spain
- Notarized copies of parents IDs/passports
- Most recent checking and/or savings bank statements (three latest), brokerage statements, or credit cards statements of the parents.

The authorization letter to travel may be done in:

a) Public notary, legalized or apostilled, and officially translated into Spanish when is not is Spanish or English.

b) If one of the parents is living outside of USA he/she can get an authorization to travel through the Spanish Consulate of their place of legal residence.

When parents are divorced, they must provide final divorce decree containing the provisions on child custody.

**IMPORTANT NOTE**

In the event of granting the visa, the applicant must collect it within one month of notification. Collection not made within that period shall mean that the person concerned has waived the visa granted and the filling of the proceedings will occur.

The uniform visa enables the foreigner to appear at a border post and request entry. Possession of a visa does not, in itself, confer an irrevocable right of entry.

27.01.2020