



RESIDENCE VISA WITH EXEMPTION OF WORK PERMIT

- Residence visa with exemption of work permit allows the holder to reside in Spain and develop cultural, artistic or scientific activities which are exempt from the need of a work permit.
- The visa process takes approximately **2 to 3 months** from the date of appointment at the Consulate provided that all the required documents are submitted. Due to high demand for Consular Services, we recommend that all visa applicants schedule an appointment as soon as you have all the required documents. We cannot accept incomplete application.
- Once your visa is authorized, we will contact you by email, and **you (and all your family members if they are applying as your dependents)** must come **in person** to the Consulate General **within a month** with your passport and your flight itinerary to Spain to pick up the visa.

WHERE AND WHEN TO APPLY

- **The Consulate of Spain in San Francisco will consider applications for Visas by appointment only, and with one appointment per person. To schedule an appointment visit our [website](#).** Please note that you can **only** apply for your visa 90 days before your departure to Spain.
- Apply at this Consulate if your permanent address is in: **Alaska, California** (excluding the counties of San Luis Obispo, Kern, San Bernardino, Santa Bárbara, Ventura, Los Angeles, Orange, Riverside, San Diego, and Imperial which are under the jurisdiction of the Consulate of Spain in Los Angeles), **Hawaii, Idaho, Guam, Montana, Nevada, Oregon, Washington or Wyoming.** For other States, please check our website for the [corresponding Consulate](#).
- You must apply in person at the Consulate. We do not accept mailed in applications. You must also come in person to the Consulate to collect your visa. We cannot send visas in the mail.

WHAT TO SUBMIT

The Consulate General of Spain in San Francisco has full authority to evaluate and request documents in addition to those initially submitted by the applicant. Submitting these documents does not guarantee automatic issuance of the visa. Under no circumstances will documents submitted during the visa application be returned to the applicant. We kindly advise you to always keep a copy for your own records.

Please submit the following documents:

1. **National visa application form, one original and one copy:** The application form must be completed either by hand or word processed, and duly signed. Make your copy once you have filled out the application form. Please use the international date format DD/MM/YYYY.
2. **Passport:** Original and one photocopy of the photo page. Your passport must be valid for at one year and must contain at least two blank pages to affix the visa.
3. **Two passport sized photos:** Recent photograph, on a white background, 2x2in, one per application form.
4. **Form EX-01:** Form must be signed and filled out in print. Only available in Spanish. Fee payable at the Consulate.
5. **Form M790 C052:** Form must be signed and filled out in print. Only available in Spanish. Fee payable at the Consulate.
6. **Original Official Invitation Letter:** A letter from the organization inviting you to stay in Spain. This letter must contain details of the activities to be carried out by the applicant and confirm that the aforementioned will assume financial responsibility for the applicant. The organization must be accredited by the corresponding Spanish government authorities.
7. **Proof of being beneficiary of a grant, if applicable:** A letter from the organization providing the grant, detailing the amount and what purpose it is intended to be used for.
8. **Diplomas, Credentials** and other documents that prove that you are qualified for the position offered.
9. **Police Criminal Record certificate:** Must contain **fingerprint** search verification. Dated no older than three months before the application date. The certificate must be issued from either:
 - a) **State Department of Justice.** Original clearance letter form signed (from the States where you have lived during the past five years). It **must be legalized with the Apostille of The Hague Convention** from the corresponding **Secretary of the State.**



b) **FBI Records**, issued by the **US Department of Justice – F.B.I.** It **must be legalized with the Apostille of The Hague Convention** from the **US Department of State in Washington DC.**

You must also present a police record from any countries where you have lived for more than six months during the past five years, with the corresponding Apostille of The Hague and a certified translation into Spanish or English where applicable.

10. **Medical Certificate:** A recent doctor's statement with a certified translation in Spanish, dated no older than three months before the application date, on the doctor or medical center's letterhead, duly signed and stamped, indicating that *'the patient has been examined and found free of any contagious diseases according to the International Health Regulation 2005'*. Must be signed by an M.D. An example of this letter can be found on our [website](#).
11. **Medical Insurance:** Proof of being in possession of public or private health insurance from an agency authorized to operate in Spain. You must be covered for the full duration of your stay in Spain by a policy which covers accidents, emergencies and all medical needs as stipulated by the National Health Service. This proof must be accompanied by a certified translation in Spanish.
12. **Evidence of Immigration Status in the US** **NON-US PASSPORT HOLDERS ONLY**: Provide original and copy of your Permanent Resident Card or a US Visa with I-20. Your document must be valid for the full duration of your stay in Spain and allow you to return to the US after your stay in Spain. The original document will be returned to you.

Please be advised that you might be requested to submit additional documents

SPOUSE

Please submit the following documents:

1. **National visa application form, one original and one copy:** Duly completed and signed.
2. **Passport:** Original and one photocopy of the photo page. Your passport must be valid for at least one year and must contain at least two blank pages to affix the visa.
3. **Two passport sized photos:** Recent photograph, on a white background, 2x2in, one per application form.
4. **Form EX-01:** Form must be signed and filled out in print. Only available in Spanish. Fee payable at the Consulate.
5. **Form M790 C052:** Form must be signed and filled out in print. Only available in Spanish. Fee payable at the Consulate.
6. **Two passport size photos:** Recent photograph, on a white background, 2x2in, one per application form.
7. **Marriage certificate:** Cannot be older than 3 months at the date of your visa appointment, authenticated with the **Apostille of The Hague**, accompanied by a certified translation into Spanish.
8. **Police Criminal Record certificate:** Must contain **fingerprint** search verification. Dated no older than three months before the application date. The certificate must be issued from either:
 - a) **State Department of Justice.** Original clearance letter form signed (from the States where you have lived during the past five years). It **must be legalized with the Apostille of The Hague Convention** from the corresponding **Secretary of the State.**
 - b) **FBI Records**, issued by the **US Department of Justice – F.B.I.** It **must be legalized with the Apostille of The Hague Convention** from the **US Department of State in Washington DC.**

You must also present a police record from any countries where you have lived for more than six months during the past five years, with the corresponding Apostille of The Hague and a certified translation into Spanish or English where applicable.

9. **Medical Certificate:** A recent doctor's statement with a certified translation in Spanish, dated no older than three months before the application date, on the doctor or medical center's letterhead, duly signed and stamped, indicating that *'the patient has been examined and found free of any contagious diseases according to the International Health Regulation 2005'*. Must be signed by an M.D. An example of this letter can be found on our [website](#).
10. **Medical Insurance:** Proof of being in possession of public or private health insurance from an agency authorized to operate in Spain. You must be covered for the full duration of your stay in Spain by a policy which covers accidents, emergencies and all medical needs as stipulated by the National Health Service. This proof must be accompanied with a certified translation in Spanish.
11. **Evidence of Immigration Status in the US** **NON-US PASSPORT HOLDERS ONLY**: Provide original and copy of your Permanent Resident Card or a US Visa with I-20. Your document must be valid for the full duration of your stay in Spain and allow you to return to the US after your stay in Spain. The original document will be returned to you.



Please be advised that you might be requested to submit additional documents

MINOR CHILDREN (UNDER 18 YEARS OF AGE)

Please submit the following documents:

1. **National visa application form, one original and one copy:** Duly completed and signed.
2. **Passport:** Original and one photocopy of the photo page. Your passport must be valid for at least one year and must contain at least two blank pages to affix the visa.
3. **Two passport sized photos:** Recent photograph, on a white background, 2x2in, one per application form.
4. **Form EX-01:** Form must be signed and filled out in print. Only available in Spanish. Fee payable at the Consulate.
5. **Form M790 C052:** Form must be signed and filled out in print. Only available in Spanish. Fee payable at the Consulate.
6. **Two passport size photos:** Recent photograph, on a white background, 2x2in, one per application form.
7. **Birth certificate:** Cannot be older than 3 months at the date of your visa appointment, authenticated with the **Apostille of The Hague**, accompanied by a certified translation into Spanish.
8. **Medical Certificate:** A recent doctor's statement with a certified translation in Spanish, dated no older than three months before the application date, on the doctor or medical center's letterhead, duly signed and stamped, indicating that *'the patient has been examined and found free of any contagious diseases according to the International Health Regulation 2005*. Must be signed by an M.D. An example of this letter can be found on our [website](#).
9. **Medical Insurance:** Proof of being in possession of public or private health insurance from an agency authorized to operate in Spain. You must be covered for the full duration of your stay in Spain by a policy which covers accidents, emergencies and all medical needs as stipulated by the National Health Service. This proof must be accompanied with a certified translation in Spanish.
10. **Evidence of Immigration Status in the US [NON-US PASSPORT HOLDERS ONLY]:** Provide original and copy of your Permanent Resident Card or a US Visa with I-20. Your document must be valid for the full duration of your stay in Spain and allow you to return to the US after your stay in Spain. The original document will be returned to you.

Please be advised that you might be requested to submit additional documents

VISA FEES

- Please visit our website to check the most recent [visa fees](#)
- The Consulate can only accept visa payments in cash (exact change) or money orders made payable to: "Consulate General of Spain in San Francisco". No personal checks or credit cards will be accepted.
- The visa processing fee will not be returned even if the visa is denied or cancelled

IMPORTANT INFORMATION

- For information about how to obtain the Apostille of The Hague Convention in the US, please visit: http://travel.state.gov/law/judicial/judicial_2545.html
- Indicated documents must have a translation into Spanish. The Consulate cannot recommend the services of a specific translator. There are two acceptable options: contract the services of a sworn translator who is registered with the Spanish Ministry for Foreign Affairs, these translations do not require further authentication. Or, contract the services of a translator recognized in the US and subsequently have the translations notarized by a public notary. Both options are equally valid. You can find more information about translations [on our website](#).
- Your authorized stay in Spain is printed on the visa ("del... al..."). Please note that the date is given using the European format: DD/MM/YYYY.
- All long stay visas (over 180 days) are printed with a validity of only 90 days on your visa. Within a month of arrival in Spain, you must request a Foreign Resident ID Card (*Tarjeta de Identidad Extranjero*) from the Spanish Police (*Policía Nacional*) valid for the duration of your studies. Please contact local police for more information. Do not let your visa expire or you will need to return to the US to obtain a new one.

Information updated September 15 2017