



## Factsheet on short-stay visas

These visas allow the holder to transit through or remain in Spanish territory and all other Schengen States for a maximum period of three months (90 days) within a period of six months (180 days) from the entry date into the Schengen Area.

### Foreign nationals with the obligation to carry this visa

Nationals from countries included in the [list of countries with the obligation to carry a visa](#) in order to cross external borders must be in possession of this visa.

Canadian citizens may enter and remain in Spain without a visa for up to 90 days within a period of six months, on tourist, private business or family visiting purposes, or on purposes taken as similar, which do not require any previous authorisation.

### Regulations

The procedures and conditions for issuing these visas are set out in European Parliament and Council Regulation (CE) No. 810/2009, which establishes a Community Code on visas.

### Place of submission

If the travel destination is Spain the visa must be applied for in the Diplomatic Mission or Spanish Consular Office in the country where the applicant legally resides.

If the travel destination includes more than one Schengen State, the application must be presented in the consulate of the main destination.

The "main destination" is understood to be the destination where the applicant intends to spend the longest time or where the main purpose of the intended journey is carried out.

### When can an application be presented?

A visa application should in principle be presented at least 15 calendar days before the intended visit (as this is the normal processing time) and cannot be presented earlier than three months before the start of the intended visit.

An application presented less than 15 calendar days before the intended departure may be accepted, but the applicant must know that the processing time may be of up to 15 calendar days.

### Requirements

The visa must be requested and collected in person at the diplomatic mission or consular office for the area in which the foreign national resides.

When submitting the visa application, the established fee must be paid. This fee is non-refundable and therefore will not be refunded if the visa application is unsuccessful.

All other necessary requirements may vary according to the reason for the visit.

### Visa application

The short stay visa application must be submitted on a duly completed [application form](#) (original and copy), which can be downloaded free of charge from this web page or can also be obtained free of charge from Spanish Diplomatic Missions or Consular Offices abroad.

The application form must include a recent full-face photograph, Canadian passport size, in color, on a light, plain and uniform background, without dark glasses or any garment that may prevent identification of the applicant.

#### **Documentation that shall be annexed to the visa application**

Applicants shall include the original and a photocopy of the following documents:

1. A passport with a validity of more than 90 days from the date you leave the Schengen space after your visit. The passport shall contain at least two blank pages and must have been issued within the previous ten years.
2. Proof of financial reliability: bank statements, letter from your bank, title deeds or any proof of income.
3. Proof of accommodation: hotel reservation or a letter of invitation issued at a police station in Spain.
4. If you travel to attend a conference, a seminar, for business reasons or to participate in a sport event, you must submit documentation that supports your request (official invitation, attendance confirmation, etc.)
5. Ticket or flight reservation, and travel itinerary, indicating the countries to be visited and the number of days in each country.
6. Medical insurance with overseas coverage (minimum 30.000€)
7. Proof of residence in Canada (permanent residence card, work permit, study permit, etc.)
8. Letter of employment or confirmation of school registration.
9. Look up the [consular fees](#) chart to know the amount you must pay. Only money order or certified cheque payable to the Consulate General of Spain will be accepted.
10. A prepaid XPRESSPOST envelope if passport is to be sent.

#### **Processing period**

The maximum period for processing short stay (Schengen) visa applications is fifteen calendar days from the date the application is submitted.

This period can be extended to a maximum of 30 calendar days in specific cases, especially if a more detailed examination of the application is required.

By way of exception, in specific cases in which additional documentation is required, this period can be extended to a maximum of 60 calendar days.

To avoid a delay in processing the visa, the applicant shall not request multiple entries when only intend to make a single entry.

#### **Visa issue**

The visa issue will normally be valid for all Schengen countries: Austria, Belgium, Czech Republic, Denmark, Estonia, Finland, France, Germany, Hungary, Iceland, Italy, Greece, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden and Switzerland.

#### **Collection of visa**

If the visa is issued, it must be collected in person from the competent Diplomatic Mission or Consular Office, or collected by a duly authorised representative, within a period of one month from the date that notification is given of the award.

#### **Information**

For more information or any clarification, please contact the Visa Department at the Consulate General of Spain (Tel: (416) 977-1661, ext. 1)