

## EMBASSY OF SPAIN IN HANOI

### DOCUMENTS REQUIRED FOR A VISA APPLICATION FOR TEMPORARY RESIDENCE FOR FAMILY REUNIFICATION

- 1) National visa application form, attached with a passport-type photo
- 2) **Valid, unexpired passport.** Original and a photocopy of the page or pages of the passport that contain biometric data. The passport must have a minimum validity period of 4 months and contain two blank pages. Passports issued more than 10 years ago will not be accepted.
- 3) **If the applicant is not a Vietnamese citizen**, he/she must provide documentation proving his/her residence in Vietnam (temporary or permanent residence card)
- 4) **Initial family reunification permit**, issued by the Delegation or Sub-delegation of the Government in Spain, at the applicant's request. It must include the procedure of notification to the regrouping person with the date of notification perfectly legible. The visa applicant has a period of **2 months from said notification** to submit their visa application to the Embassy
- 5) **Regrouping person's residence card.** Certified photocopy of the **valid** Foreigner Identity Card of the regrouping person
- 6) **Proof of family or kinship ties or of the existence of a *de-facto* union and, if applicable, age and legal dependency:**
  - a. **Spouse:** certificate of marriage
  - b. **Unmarried couples:** Certificate of registration as an unmarried couple or, if the couple have not entered their relationship on a register, documents proving the couple's relationship dated back to before the regrouping person established his/her residence in Spain:
  - c. **Children of the regrouping person or those of their spouse or partner (including adopted ones), and those legally represented by the regrouping person, under 18 years of age at the time of the application for the residence permit for family reunification in their favor, or those legally represented when they have a disability and are not objectively able to provide for their own needs due to their health condition:**
    - Birth certificate of the child
    - Certificate of marriage /partner of the regrouping person (if applicable)
    - Certificate of adoption (if applicable)
    - certificate of exclusive parental authority over the regrouped child or that custody has been granted to the regrouping parent and the child is effectively under his/her legal care (if applicable)
    - certificate of disability and that the child is not objectively capable of providing for his/her own needs due to his/her state of health (if applicable)
  - d. **Parents**, or those of their spouse or partner, when they are dependent on them, are over 65 years of age and there are reasons that justify the need to authorize their residence in Spain, or exceptionally when they are under 65 years of age but there are reasons humanitarian in nature:

- Birth certificate of the regrouping person or their partner (depending on the case)
- marriage/partner certificate of the regrouping person (if applicable)
- proof of dependent status: proof of transfer of funds or of having borne expenses for your family member during at least the last year of your residence in Spain, representing at least 51% of the Gross Domestic Product per capita, in annual computation, for Vietnam (for easy reference, in 2019, GDP per capita for Vietnam is \$2,776)
- proof that there are reasons of a humanitarian nature when the ascendant is under 65 years of age:
  - proof that the regrouped parent lived with the regrouping person in Vietnam at the time the latter obtained his or her authorization
  - proof that the regrouped parent is incapable and guardianship of him/her is granted by the competent authority of Vietnam to the regrouping person or the partner of the latter or,
  - when the regrouped parent is not objectively capable of providing for his/her own needs
  - proof of being the spouse or partner of the other regrouped parent, when the latter is over 65 years of age.

**7) For the case of children under 18:**

- **Birth certificate of the child**
- When the child is not travelling with their parent(s):
  - **authorization** of both parents or legal representative, duly legalized and translated into Spanish.
  - **passports** (or ID Cards of both parents/legal representative (original + photocopy)).

**8) Medical certificate**, in which it is specified literally that the interested party does not suffer from any of the diseases that may have serious public health repercussions in accordance with the provisions of the International Health Regulations of 2005. Certificates that do not contain said literal mention will not be admitted ;

**9) Applicants over 18 years of age** must present a criminal record certificate issued by the authorities of the country in which they have resided during the last 5 years, in which there must be no convictions for crimes provided for in Spanish law. In the case of having resided in several countries, it is necessary to present the corresponding certificates issued by each of them. **For the purposes of determining the countries whose criminal record certificates must be presented, a declaration on the countries of residence of the visa applicant for the last 5 years must be provided.**

**10) Air-ticket booking**

## IMPORTANT NOTES:

**PHOTOCOPIES.** It is recalled that a photocopy of each original document will be presented. The photocopies will be made after the translations have been certified and/or the documents legalized.

**LEGALIZATION AND TRANSLATION.** Any public document issued by non-Spanish authorities must be previously legalized. Documents written in a language other than Spanish must be accompanied by their translation into this language, carried out by a notary or office whose translations are admitted by official bodies, which must be presented just in front of the copy of the original.

**LEGITIMATE SUBJECT:** Applicants must personally lodge their visa applications. Applications for children under 18 shall be lodged by their legal representatives.

**DEADLINE FOR VISA APPLICATION:** The visa application must be submitted within a period of **2 months**, counted as of the day after the date on which the applicant is notified of the decision to authorize the family reunification

**PLACE OF PRESENTATION OF APPLICATION:** exclusively at one of BLS's Visa Application Centers:

- **BLS Visa Application Center in Hanoi:** 13th floor, Hoa Binh Office Towers 106 Hoang Quoc Viet, Cau Giay, Hanoi, Tel: +84 (0) 24 321 917 55, Email: [info.han@blshelpline.com](mailto:info.han@blshelpline.com), website: <https://vietnam.blsspainvisa.com>
- **BLS Visa Application Center in Ho Chi Minh City:** Room 64 RA7, 1st floor, Viet Phone Building, 64 Vo Thi Sau, Tan Dinh Ward, District 1, Ho Chi Minh City, Tel: +84 (0) 28 353 571 02, Email: [info.hcmc@blshelpline.com](mailto:info.hcmc@blshelpline.com), website: <https://vietnam.blsspainvisa.com>

**APPOINTMENT SYSTEM:** Applicants must **book for an appointment** via the appointment system of BLS International Co. Ltd (<https://vietnam.blsspainvisa.com/vietnamise/index.php>)

**APPLICATION RECEIPT:** The applicant will be given a receipt of the application with a code allowing verification of the processing status of the application through the following link: <https://sutramiteconsular.maec.es/Home.aspx>

**REQUIREMENT OF ADDITIONAL DOCUMENTS AND/OR INTERVIEW.** At any time during the processing of the file, this Embassy may require the presentation of additional documents to those already presented and/or the personal appearance of the applicant for an interview if deemed necessary.

**TIME FOR VISA APPLICATION PROCESSING AND RESOLUTION:** The legal period for

reaching a decision is of 2 months as of the day after the application submission date, but this period may be extended if an interview or additional documents are requested.

**COLLECTION OF PASSPORTS AND DOCUMENTS:** Applicants must directly receive visa results (except for minors), within a maximum of one month from the date of receiving the notification of visa results.

**REFUSAL OF THE RESIDENCE AUTHORIZATION OR VISA:** Where appropriate, the refusal of the residence authorization or visa will always be notified in writing, stating the reasons on which the decision is based.

**APPLICATION FOR RECONSIDERATION / APPEAL:** In the event of a refusal to grant a residence permit for reasons of study in Spain or a refusal to issue a visa, the applicant can file an application for reconsideration before the Spanish Embassy within one month from the date of receipt of the notice from the Spanish Embassy. The applicant may also file an appeal before the High Court of Madrid within two months from the date of receipt of the notice of the refusal of the visa or of the dismissal of the application for reconsideration.

**VALIDITY OF THE VISA:** the visa will be valid for 90 days. Family reunification visa holders need to apply for a Foreigner's Identity Card within 1 month from the date of entry into Spain, at the Office of Foreigners (Oficina de Extranjería) or the Police Department corresponding to the province that grants the residence permit.