



## SCHENGEN VISA

### Documents to submit

- ☐ Application form
- ☐ Photograph:
  - showing face from the front (not half-length photo)
  - recent (less than 6 months)
  - 45mm x 35mm approximately
  - white background
  - without shadows
- ☐ Passport:
  - original + photocopy of the data page
  - valid for at least 3 months after departure from the Schengen space
- ☐ Japanese residence card (在留カード) valid for at least 30 days after returning
- ☐ Proof of purpose of the trip:
  - For example:
    - vacation plan (tourism)
    - registration certificate (courses, conferences...)
    - invitation letter (cultural events, business meetings...)
- ☐ Booking of flight ticket
- ☐ Hotel booking
  - or invitation letter by a resident in Spain issued by the National Police
- ☐ Travel insurance - covering all Schengen countries and all days of stay
  - bought in Japan
- ☐ Proof of economic means
  - For example:
    - bank statement or booklet (original + copy) with the transactions of the last 6 months (NOT printed from Internet or mobile phone) OR
    - credit card (NOT debit) with certificate of the available monthly balance, OR
    - certificate by the company taking charge of expenses
- ☐ Red letter pack addressed to the applicant (to send the passport back)

### **VERY IMPORTANT:**

- Incomplete applications will not be accepted.
- The consular office may require other documents if it deems it necessary.