



## TOURISM/PRIVATE VISIT

*These documents should be submitted alongside any Schengen visa application for tourist purposes. Please note that the Embassy may request additional information.*

**Original and copy of the documents marked with \* are required**

### Basic documents

- A Schengen visa application form completed, dated and signed. If the applicant is a minor, see here below.
- Passport \* of the applicant with at least two consecutive blank pages, valid for at least three months after the duration of the trip and issued in the last ten (10) years.
- A copy of the page of the passport with biographic data.
- A recent passport-sized photograph of the applicant (35-45 mm), on a white background, full front, on which the applicant must be bareheaded, without dark glasses or any other item that may hinder identification. Veils or head coverings are permitted on religious grounds, as long as all facial features are clearly shown on the photograph. Photographs of minors must not show any part of the adult holding them.
- Irish certificate of registration \* (IRP/GNIB card) or re-entry (when applicable for minors) valid for at least three months after the duration of the trip. (Original and copy).
- Copy of earlier Schengen visas.

### Current occupation in Ireland

- Employees:** work permit or letter of employer or copy of work contract and most recent payslip. An employment summary from Revenue if applicable.
- Self-employed:** a recent business print out available from the Companies Registration Office (CRO). And tax clearance certificate (Revenue)
- Students:** recent letter from your university / college / school confirming your attendance/status, number of hours of tuition per week and duration of the course. Proof of part-time employment if applicable or sponsorship of a relative, with proof of the relationship (such as birth certificate), sponsor's dated and signed letter (preferably notarized), copy of passport and bank statements for the previous 3 months, certified by the bank, which clearly state periodic income (salary, transfer, yields...). Bank statements from third countries must be in English, or accompanied by an English translation certified by an Irish translator ([www.translatorsassociation.ie](http://www.translatorsassociation.ie)).
- Pensioners:** pension booklet.
- Dependent relatives:** Evidence of family relationship (marriage or birth certificate \* and proof of relative's occupation and sufficient funds.

### Financial guarantees

- Up-to-date original bank statements for the previous 3 months, certified by the bank, which clearly state periodic income (salary, transfer, yields...). The applicant may also submit credit card statements for the previous 3 months. Sufficient funds is considered no less than €868.50 per person for up to 9 days.
- In case of a sponsored trip: sponsorship of a relative, with proof of the relationship (such as birth certificate), sponsor's dated and signed letter (preferably notarized), copy of passport and bank statements for the previous 3 months, certified by the bank, which clearly state periodic income (salary, transfer, yields...). Bank statements from third countries must be in English, or accompanied by an English translation certified by an Irish translator ([www.translatorsassociation.ie](http://www.translatorsassociation.ie)).

### Trip, accommodation and insurance

- Flight bookings. If travelling by car, driving license, ownership documents of the vehicle, insurance and ferry tickets.
- Accommodation booking for the duration of the stay. If visiting family or friends in Spain, original invitation "*Carta de invitación*" letter from the resident in Spain issued by the Spanish National Police.
- Proof of overseas travel insurance with a minimum coverage of €30,000 to cover any expense that might arise in connection with repatriation for medical reasons, urgent medical attention and/or emergency hospital treatment. The insurance must be valid throughout the territory of the Schengen States at least during the entire period of stay. If the application is for a multiple entry visa, the medical insurance must be valid for the first planned entry.

### Minor applicants (below 18)

- The application form must be signed by both parents, unless the object of the trip is visiting one parent who lives in Spain (see here below).
- Birth certificate \*, copy of both parents passports and Schengen visa if applicable.
- If just one parent will accompany the minor during his travel to Spain, a notary authorisation by the other parent. In case of sole custody, official document proving so.
- If the minor will travel unaccompanied by any of their parents, a no objection affidavit from both parents.
- Evidence of current occupation of parents in Ireland.
- Evidence of residence in Ireland: GP or school letter.