



DIGITAL NOMAD VISA

OVERVIEW

You will need this visa if you wish to become a resident in Spain and work remotely for a company based outside of the Spanish national territory, exclusively using computer systems and digital means.

If you are an employee for a company, you will only be able to work for companies based outside of the Spanish territory.

If you are self-employed, you will be able to work for a company based in Spain as long as the percentage of this work doesn't exceed 20% of the total amount of their professional activity.

You must have obtained an undergraduate or postgraduate degree from a University, College or Business School of recognised prestige or have at least 3 years of professional experience in the field.

HOW TO APPLY

There are 2 different ways to start the process of the Digital Nomad visa:

- **Online through the Spanish Office UGECE (Unidad de Grandes empresas y Colectivos).**

- In this case, applications must be submitted online through their Website:
<https://inclusion.seg-social.es/web/unidadgrandesempresas/solicitudes>
 - You can apply by yourself, obtaining a PIN number in advance called CLAVE. How to obtain CLAVE: https://clave.gob.es/clave_Home/clave.html
 - or you can apply through an accredited legal representative: authorised person, solicitor, legal adviser...
- You must be legally in Spain at the moment of the application (i.e. as a tourist).
- A response to the Digital Nomad application will be issued within 20 days after the submission.
- A NIE number will be automatically generated once your authorisation is issued. Therefore, **you do not have to apply for a NIE certificate in advance.**
- If the Digital Nomad authorisation is granted through the UGECE, you will directly obtain a 3 years residence permit.

- **Through the Spanish Consulate, at BLS office:**

- a NIE certificate or proof of having applied for a NIE certificate (i.e. receipt of the NIE application) is required in order to apply for this visa. In case you do not have a NIE certificate, you must apply for it **prior booking your visa appointment** in a separate appointment.

How to apply for the NIE certificate:

<https://www.exteriores.gob.es/Consulados/edimburgo/en/ServiciosConsulares/Paginas/Consular/NIE.aspx>



- Once you obtain your NIE certificate -or the receipt of the NIE application -, a visa appointment must be booked via BLS International Edinburgh website: <https://uk.blsspainvisa.com/edinburgh/>
- The applicant must submit the Digital Nomad visa application in person at BLS centre in Edinburgh on the day of the appointment, along with the rest of the required documents detailed in this checklist.

BLS centre address: **6 Dock Place, Suite 1A, Edinburgh, EH6 6LU.**

No visa applications will be accepted unless the NIE certificate or the receipt of the NIE application is submitted on the day of your visa appointment.

- If the Digital Nomad visa is granted through the Consulate, you will obtain a visa for the same period of time of your activity in Spain, up to a maximum of 1 year.

The requirements for this visa are the same regardless the way you choose to start the application, except as specified for the NIE certificate.

FEES

The fee for the visa application process is comprised of the following charges:

- **BLS fee:** £ 14.55
- **Visa administration fee,** to which the Principle of Reciprocity will be applied:

<i>Visa admon.fee</i>	Main applicant	Family members
UK citizens	£555	£516
Other nationalities	https://www.exteriores.gob.es/Consulados/edimburgo/es/Consulado/Documents/TASAS%20CONSULARES%202023.pdf	

Fees must be paid at the moment of the submission, in cash or by card.

If you decide to cancel your application, or your application is refused, you will not be refunded the price of the visa application process.

TERRITORIAL JURISDICTION OF THE CONSULATE GENERAL OF SPAIN IN EDINBURGH

Your visa application will only be accepted if your place of residence falls within of our consular jurisdiction:

Scotland and Scottish Islands.

Northern Ireland.

The following English counties:

Cleveland, Cumbria, Durham, Northumberland, Tyne & Wear and Tees Valley (Redcar and Cleveland, Stockton on Tees, Hartlepool, Darlington and Middlesbrough).



CONDITIONS OF APPLICATION

An appointment does not guarantee a visa. This Consulate General is not responsible for the expenses of the intended travel and will not accept any expenses claim in the event of a visa refusal.

Photocopies of all original documents must be provided at the time of application. Screenshots will not be considered.

Your application, passport and visa fees will be forwarded to the Consulate General of Spain in Edinburgh.

When necessary to assess the application, the Consulate General may request additional documents or data and may also ask the applicant to come in for a personal interview.

Due to data protection regulations, we will not provide information on the status of a visa over the phone or by email. You will need to wait to be notified within the established timeframes (see below, section “**DURATION OF APPLICATION**”).

LIST OF REQUIRED DOCUMENTS

- 1. Valid, unexpired passport.** The original and a photocopy of the page/s of the passport that contain biometric data must be submitted. The passport must have a minimum validity period of 1 year and contain two blank pages. Passports issued more than 10 years ago will not be accepted.
- 2. Official National Visa Application form,** duly completed in all sections, dated and signed.
- 3. Fee payment** for visa application.
- 4. A recent passport size colour photograph** taken in the last 6 months, which meets the ICAO characteristics: https://www.icao.int/Security/mrtd/Downloads/technical%20reports/annex_A-photograph_guidelines.pdf
- 5. Proof of residence** in the consular district: This must be provided in document form with your name and address visible (i.e. bills, bank statements etc...).
- 6. For non-British citizens: UK residence permit.** It can be either in form of Visa stamped on the applicant's passport or a Residency Card. Holders of a UK C-visit Visa are not eligible for applying through our Consulate.
- 7. For persons over 18 years of age: Certificate of Good Conduct** issued by the country or countries where you have been a resident in the past 2 years. Additionally, you must provide a written statement in which you state that you do not possess a criminal record in the past 5 years.

Only the ACRO police certificate is valid for the UK. The disclosure Scotland certificate is not accepted for visa purposes.

The police certificate must be translated by a Sworn Translator and legalised with the Hague Apostille if the country is a signing member of the Hague Convention. If the country is not a signing member, the document must be verified by the Spanish Consulate in the country of issuance.

This certificate should be issued within six months prior to submitting the application, unless the certificate itself specifies a different expiration.



8. Documentation of a working or professional relationship with a foreign Company of at least 3 months prior to the visa application. In order to prove this, a certificate issued by the company stating the following must be provided:

If you are an employee of the company: The applicant's length of work at the company and consent for the employee to work remotely.

If you are self-employed: Length of contract or working relationship and the terms and conditions by which the applicant will carry out the work remotely.

9. Certificate issued by the Government Companies House, stating the creation date of the company or group of companies, which the applicant has had a real and extended activity with, for at least 1 year prior to the visa application, and the type of activity carried out by them.

10. Financial means for the main applicant must be at least 200% of the monthly Spanish national minimum wage (approximately £2,140 per month or £25,700 per year).

In the case of family members:

- For the first family member, they must prove that they have additional financial means of at least 75% of the Spanish minimum wage: approximately £800 per month or £9,600 per year.

-For each additional applicant, 25% of the Spanish national minimum wage is required: approximately £270 per month or £3,200 per year.

In order to prove the abovementioned amounts, the applicant may provide any means of proof acceptable, such as 12 months' worth of bank statements, their work contract, a job offer, or in case of self-employment, a commercial contract that correlates to the professional activity that motivates visa application.

11. Only if you are registered with the British Social Security system, they must provide all of the following documents:

- a) Proof of having **registered the British S1 form** with the Spanish Social Security System, which confirms coverage from the UK: <https://tramites.seg-social.es/acceso/registro-s-1-cobertura-asistencia-sanitaria-esp%C3%B1a.html>.

If you are not eligible for this coverage, you will require a **public or private medical insurance cover** arranged with an insurance company authorized to operate in Spain, which covers the entire period of stay and all types of healthcare without limitations, co-payments or deductibles. Travel Insurance is not accepted.

- b) **A written statement** from the company (if you are an employee) or from yourself (if you are self-employed), stating your commitment to comply with the social security obligations prior to starting any work-related activity.
- c) **A1 form** issued by HMRC:
- If you are self-employed: <https://www.gov.uk/guidance/apply-for-a-certificate-or-document-if-self-employed-in-the-eu-eea-or-switzerland-ca3837>
 - If you are an employee: <https://www.gov.uk/guidance/tell-hmrc-about-employees-going-to-work-in-the-european-economic-area-ca3822>



12. Only if you are registered with the Spanish Social Security system, they must provide the following documents:

- a) **Certificate proving the company and employee's registration.** If you are self-employed, they must provide a certificate of registration with RETA (Régimen de Trabajadores Autónomos de la Seguridad Social Española).
- b) **A written statement** from the company (if you are an employee) or from yourself (if you are self-employed), stating your commitment to comply with the social security obligations prior to starting any work-related activity.

13. Copy of the University degree or professional certificate confirming that you have at least 3 years of experience in the field. In case of the latter, an employment history letter issued by the UK government is accepted: <https://www.gov.uk/get-proof-employment-history>.

14. Only when applying through the Spanish Consulate -at BLS office-, NIE certificate or proof of having applied for the NIE certificate.

No visa applications will be accepted unless the NIE certificate or the receipt of the NIE application is submitted on the day of your visa appointment.

How to apply for the NIE certificate:

<https://www.exteriores.gob.es/Consulados/edimburgo/en/ServiciosConsulares/Paginas/Consular/NIE.aspx>

15. Only when applying through the Spanish Consulate -at BLS office-, in order to have your passport delivered, the following options are available:

A pre-paid Special Delivery envelope for up to 500 g. provided by the applicant from the Post Office; or a BLS Guaranteed courier service, provided by BLS the day of your appointment.

ELIGIBLE FAMILY MEMBERS

- Spouse, civil partner or long-term committed partner.
- Children under the age of 18 or over 18 who are dependent on you economically and haven't created a family unit of their own.
- Parents who are dependent on you.

For each family member accompanying you, the following must be submitted:

- All the required documents specified in sections from 1 to 6, and either 10. a) OR proof of being covered by the Spanish Social Security System.
- Legalised documents proving family relationship with the worker: birth or marriage certificates issued by the civil registry, civil partnership certificate or other documents proving that the relationship is an unregistered partnership.
- In the case of adult children, documents proving their financial dependence and marital status.
- In the case of dependent parents, documents that prove they are in your care.
- In the case of minors, the visa application must be signed by one of their parents.



SWORN TRANSLATIONS AND LEGALISATIONS

All foreign public documents must be legalized or apostilled to be valid in Spain and, where applicable, must be submitted together with an official translation into Spanish.

The Hague Apostille is a simplified procedure that has the same purpose as legalization and is applied between the States party to the Convention of 5 October 1961, which abolished the requirement to legalize foreign public documents.

- In order to obtain more information about the procedure of the Hague Apostille legalisation, you can visit the British government website in charge of this type of legalisation.
- Translations can be done by a sworn translator registered in Spain. You can find a registered sworn translator at our website:
<https://www.exteriores.gob.es/es/ServiciosAlCiudadano/Paginas/Traductores-Interpretes-Jurados.aspx>

*The document should be legalised first and then translated afterwards. The Hague Apostille does **not** need to be translated, **nor** does the translation need to be legalised. **It is only the original documents that need legalising and translating.***

DURATION OF APPLICATION

The period for reaching a decision is 10 days from the day after the application submission date, but this period may be extended when an interview or additional documents are requested.

SIGNATURES and AGREEMENT

1. For Visa Applicant:

I HAVE READ AND AGREED TO THE TERMS AND CONDITIONS VALID FOR THE VISA APPLICATION AS PER ABOVE.

I HAVE COMPLETED THIS APPLICATION TOGETHER WITH BLS STAFF AND I AM AWARE THAT NOT SUBMITTING ANY OF THE REQUIRED DOCUMENTS MAY LEAD TO REFUSAL OF VISA APPLICATION.

2. For BLS staff:

APPLICANT HAS BEEN INFORMED OF THE ABOVE. THE REMARKS HAVE BEEN COMPLETED TOGETHER WITH APPLICANT.

Applicant's name:

Signature:

Date:

Checked by (BLS staff):

Signature:

Date: