

BLS INTERNATIONAL - LONDON · CHECKLIST FOR RESIDENCE AND SELF- EMPLOYMENT WORK VISA TRP

This information leaflet has been generated by the Consulate General of Spain in London and is valid for the visa application in the United Kingdom.

READ IT CAREFULLY AND OBSERVE THE REGULATIONS AS STATED BELOW. FAILURE TO COMPLETE ALL SECTIONS OF THE APPLICATION FORM OR TO SUBMIT ALL REQUIRED DOCUMENTS CAN RESULT IN THE REJECTION OF THE VISA.

		YES	NO
1.	National visa application form, duly completed, dated and signed.	<input type="checkbox"/>	<input type="checkbox"/>
2.	<p>One recent passport size colour photograph, printed in photo paper with white background, full front, on which the applicant must be bareheaded, without dark glasses or any other item which may prevent or hinder identification. Veils or head coverings are only permitted for religious reasons; in this case, all facial features from bottom of chin to top of forehead and both edges of the face must be clearly shown.</p> <p><u>This Consular Section does not accept digital retouching in identity photographs.</u></p>	<input type="checkbox"/>	<input type="checkbox"/>
3.	<p>Valid passport. The original and a photocopy of the page (or pages) of the passport containing biometric data must be submitted. Passports must have a minimum validity of 1 year and contain two blank pages. Passports issued more than 10 years ago will not be accepted.</p> <p>APPLICANTS MUST LEAVE THEIR PASSPORTS IN THE CONSULATE DURING VISA PROCESSING TIME.</p> <p>Proof of residence in the UK. For non-British nationals Printed proof of immigration status + share code from:</p> <p>View and prove your immigration status: get a share code - GOV.UK (www.gov.uk)</p>	<input type="checkbox"/>	<input type="checkbox"/>
4.	EX-07 form , duly completed dated and signed.	<input type="checkbox"/>	<input type="checkbox"/>
5.	<p>Certificate of criminal record (only in the case of persons over 18 years of age, criminal age in Spain) issued by the country or countries where the applicant has resided within the <u>five years</u> preceding the date of the visa application. It cannot be older than 6 months, unless the certificate itself specifies a longer expiration.</p> <p><u>For UK Criminal Records submit ACRO Certificate.</u></p> <p>These certificates must be:</p> <p>*Translated into Spanish by a sworn Translator-Interpreter. Please visit the relevant web section of this Consulate for the list of sworn translators-interpreters.</p> <p>*These certificates must be legalized through the Embassy or Consulate of Spain in the issuing country or, in the case of signatory countries to the Hague Convention of October 5, 1961, hold the Hague Apostille, except official documents issued by a Member State of the European Union, which will not require to be legalized.</p>	<input type="checkbox"/>	<input type="checkbox"/>

6.	<p>Medical certificate, Applicants requiring a visa for a stay of more than 180 days must submit the original and a copy of a medical certificate. This certificate can not be older than 3 months and must be issued by a registered medical. It must be formulated in the following terms or similarly:</p> <ul style="list-style-type: none"> • If the medical certificate is issued in the United Kingdom: "This health certificate states that Mr./Mrs. (...) does not suffer from any of the diseases that may have serious public health repercussions in accordance with what is stipulated by the International Health Regulations of 2005" <p>Certificates issued in a language different from Spanish must be accompanied by a translation into Spanish.</p> <ul style="list-style-type: none"> • If the medical certificate is issued in Spain: "Este certificado médico acredita que el Sr./Sra. (...) no padece ninguna de las enfermedades que pueden tener repercusiones para la salud pública graves, de conformidad con lo dispuesto en el reglamento sanitario internacional de 2005" <p>Medical certificates issued in countries other than the United Kingdom or Spain will not be accepted.</p> <p>These certificates must be:</p> <p>*Translated into Spanish by a Translator-Interpreter. Please visit the relevant web section of this Consulate for the list of sworn translators-interpreters.</p> <p>* These certificates must be legalized through the Embassy or Consulate of Spain in the issuing country or, in the case of signatory countries to the Hague Convention of October 5, 1961, hold the Hague Apostille, except official documents issued by a Member State of the European Union, which will not require to be legalized.</p>	<input type="checkbox"/>	<input type="checkbox"/>
7.	<p>Proof of residence in the consular district. Applicants must provide proof of their legal residence in the consular district or that they are attending classes in the consular district. To verify your consular district, please visit the relevant web section of this Consulate.</p>	<input type="checkbox"/>	<input type="checkbox"/>
8.	<p>Proof of the representative's identity and capacity.</p> <p>If the applicant is a minor, it will be necessary to submit copies of the identity document or passport of one of their parents and the document constituting proof of kinship (birth certificate). The original documents must be shown when submitting the application.</p> <p>Foreign documents must be legalized or apostilled and, when necessary, must be submitted together with an official translation into Spanish.</p>	<input type="checkbox"/>	<input type="checkbox"/>
9	FOR RESIDENCEN AND WORK AUTHORIZATION:		
9.1	<p>Activity permits and licences</p> <ul style="list-style-type: none"> - A list of permits or licences required for the installation, opening or operation of the planned activity or professional practice, indicating the status of the procedures for obtaining them. - A certification of applications to these permits and licences must be submitted. 	<input type="checkbox"/>	<input type="checkbox"/>
9.2	<p>Professional training and qualifications</p> <p>Original and a copy of the documents accrediting the legally required training, and where applicable, qualifications, for the professional practice. Foreign documents must be legalized or apostilled and, where applicable, must be submitted together with an official translation into Spanish.</p>	<input type="checkbox"/>	<input type="checkbox"/>
9.3	<p>Financial means</p> <p>Original and a copy of the documents accrediting that the applicant has sufficient financial means to carry out the planned investment, or a commitment by financial or other institutions to provide support. Foreign documents must be legalized or apostilled and, where applicable, must be submitted together with an official translation into Spanish</p>	<input type="checkbox"/>	<input type="checkbox"/>
9.4	<p>Plan for the establishment or activity</p> <p>Plan for the establishment or activity to be carried out, indicating the planned investment, the expected return, and, where applicable, the jobs that will be created. Documents written in a foreign language must be submitted together with an official translation into Spanish.</p>	<input type="checkbox"/>	<input type="checkbox"/>

10.	Payment of the visa and residence and work authorization fees.	<input type="checkbox"/>	<input type="checkbox"/>
10.1	Visa fee payment is compulsory. The fee has to be paid in local currency when submitting a visa application, and may be subject to changes due to the currency fluctuations. Please visit the relevant web section of this Consulate for Consular fees.	<input type="checkbox"/>	<input type="checkbox"/>
10.2	2 Residence and work authorization fees : Form 790 code 052 , ticking box 2.1 (initial temporary residence permit), form 790, code 062 ,ticking box 1.5 (self-employed work permits) must be submitted along with the application. The fees can be paid online, through the links to forms 790-052 and 790-062. In this case, proof of payment obtained from the same webpage must be submitted. If a work permit is applied for in the Autonomous Community of Catalonia , the fee must be paid directly to that Autonomous Community Nationals of Ibero-American countries, nationals of the Philippines, nationals of Andorra, nationals of Equatorial Guinea, Sephardim, children and grandchildren of persons of Spanish origin, and foreigners born in Spain are exempt from paying the fee for self-employed work permits.	<input type="checkbox"/>	<input type="checkbox"/>

When necessary to assess the application, the Consular Office may request additional documents or data, or a personal interview.

INFORMATION FOR THE APPLICANT ON TERMS AND CONDITIONS OF THE VISA PROCESS

- **This Consulate General DOES NOT PROVIDE ANY INFORMATION ON THE STATUS OF A VISA PROCESSING, so no request of information regarding this issue will be answered (neither by phone nor by email).**
- Only complete applications are accepted. Non-submission of required documents may lead to refusal of visa application. **Once the application is submitted, no changes in dates or conditions of travel will be admitted unless duly justified.**
- The visa and work and residence authorization fees must be paid upon submission and are NON-REFUNDABLE.
- **Rectifying the application:** The Consular Office may ask the applicant to submit any missing documents, or to provide additional documents or data that are necessary for a decision regarding the application. The applicant may also be called in for a personal interview.
- **Decision deadline:** 4 months after the submission date of the application, but this deadline may be extended when additional documents or an interview are requested
- **Collecting the visa:** The visa must be collected in person by the applicant or by their representative within a 1 month, from the date of notification. Original documents will not be returned to the applicants unless photocopies are provided at the time of application.

NOTICE: This information is intended to serve as a guide for visa applicants. While we try to make it as accurate and up-to-date as possible, this Consulate General does not assume any legal or other liability for its accuracy and refers to existing Schengen and national regulations.

SIGNATURES and AGREEMENT

1. <u>For Visa Applicant:</u> 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	1. <u>For BLS staff:</u> APPLICANT HAS BEEN INFORMED OF THE ABOVE. THE REMARKS HAVE BEEN COMPLETED TOGETHER WITH APPLICANT.
Name: _____ Applicant Signature: _____ Date: _____	Checked by: _____ BLS staff full name Signature: _____ Date: _____

PRIVACY POLICY

Please find privacy policy of this Consulate on the website <http://www.exteriores.gob.es/Portal/es/Paginas/proteccion.aspx>.

In compliance with the regulations of Data Protection, the Consulate performs the processing of your data in order to maintain the relationship acquired with you. The legitimating basis of the treatment is the maintenance of the relationship and the exercise of public powers. You can exercise your rights of access, rectification, deletion and portability of your data, limitation and opposition to its treatment, as well as not being subject to decisions based on automated processing of your data with respect to the data contained in said database, sending an email to the following address: cog.londres@maec.es.