



## BLS INTERNATIONAL - LONDON - CHECKLIST FOR EU/EEA FAMILY MEMBER VISA

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. It stipulates the legal requirements requested by this Consulate for this type of visa and is carried out in cooperation with BLS to facilitate your visa application.

**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
<p>1. <b>The official visa application form</b>, duly completed in all sections, dated and signed. This form can be downloaded from BLS, the Spanish Ministry of Foreign Affairs, European Union and Cooperation websites. <u>Failure to complete all sections of the application form can result in the rejection of the visa.</u></p> <p><b>One recent passport size colour photograph</b>, 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 covering 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>Information on the photographic specifications for the photograph to be submitted by applicants can be found under this <a href="#">link to the relevant ICAO document</a>. <u>This Consular Section does not accept digital retouching in identity photographs.</u></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>2. <b>Ordinary passport with the following requirements:</b></p> <ul style="list-style-type: none"> <li>- Valid for a minimum of 90 days from the date of expiration of the visa.</li> <li>- No older than 10 years.</li> <li>- With at least 2 consecutive blank pages.</li> <li>- If the passport is new, previous passports must be submitted.</li> </ul> <p><u>Photocopy of biometric data page, UK visas, residence permit and other Schengen visas, if any.</u></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>3. <b>Proof that you are residing legally in the UK: residence card, resident visa or C/D types visa.</b></p> <p><u>Photocopy of any of the above mentioned document.</u></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>4. <b>If spouse is travelling:</b></p> <ul style="list-style-type: none"> <li>- <b>Letter by the EU citizen</b> (dated and signed) showing his/her intention to <b>either travel together with the applicant</b> (on the same date and on the same flight) <b>either to meet with him/her in Spain.</b> The letter must certify in English or Spanish that the relationship with his non-EU relative is still ongoing and that they are travelling to Spain together or meeting there. If the EU citizen is a Spanish national, the letter must be written in Spanish only.</li> <li>- <b>Proof of travelling together or proof of meeting in the country of destination.</b></li> <li>- <b>Photocopy of the EU citizen ID</b> (Spanish DNI, passport, etc.) must be provided.</li> <li>- <b>Letter of intent by the applicant</b> (dated and signed), it must explain in English or Spanish the reasons to travel.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>



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	YES	NO
<b>5. PROOF OF RELATIONSHIP WITH EU CITIZEN:</b>		
5.1 <input type="checkbox"/> <b>If <u>spouse is travelling</u>:</b> certificate of marriage from Spain or from any other EU/EEA country issued by a valid <b>EU/EEA registry</b> . If the EU citizen is a Spanish national, you must submit copy of the “Libro de Familia”.		
5.2 <input type="checkbox"/> <b>If <u>registered common-law partner is travelling</u>:</b> certificate issued by a registry of common-law partnerships from Spain or from any other EU/EEA country.		
5.3 <input type="checkbox"/> <b>If <u>NON registered common-law partner or spouse is travelling</u>:</b>		
- Proof of effective cohabitation during at least <b>one year</b> prior to the application (for instance, rental contract, proof of common residence, etc.) <u>AND</u>		
- Proof of relationship (for instance, marriage certificate from a third country <b>duly legalized and officially translated into Spanish or English</b> ; please visit the following <a href="#">link</a> to revise if your country of origin requires an Apostille).		
- <b>If they have children in common</b> , only proof of effective cohabitation is requested as well as original birth or adoption certificate proving the relationship between the EU citizen and the parent (child passport copy must be provided in this case).		
- If the EU citizen is a Spanish national, you must submit copy of the “Libro de Familia”.		
5.4 <input type="checkbox"/> <b>If <u>children from the EU citizen or from his registered spouse/partner are travelling</u>:</b>		
- Original birth or adoption certificate from an <b>EU/EEA registry</b> . In case of certificates from third countries, they must be legalised; please visit the following <a href="#">link</a> to revise if the country of origin requires an Apostille.		
- Passports of both parents.		
- If the EU citizen is a Spanish national, you must submit copy of the “Libro de Familia”.		
- If descendants from registered spouse/partner of EU citizen: certificate of an <b>EU/EEA registry</b> proving the relationship between the EU citizen and the parent. In case of certificates from third countries, it must be legalised or bear an Apostille.		
5.4.1 <input type="checkbox"/> In the case of <b><u>minors travelling without their parents or legal guardians, or travelling with one single parent</u></b> , in addition to the documents mentioned above, applicants must submit notarised authorisation to travel to Spain of both parents or of the parent who does not travel with the minor. In case of sole custody, official document proving such.		
5.4.2 <input type="checkbox"/> In the case of <b><u>children older than 21</u></b> , in addition to the documents mentioned above, applicants must submit proof of incapacity or proof of being under the care of the EU citizen (for instance, proof of economic dependency for at least one year prior to submission of the application).		
5.5 <input type="checkbox"/> <b>If <u>ascendants from the EU citizen or from his registered spouse/partner are travelling</u>:</b> certificate of an <b>EU/EEA registry</b> proving the relationship between the EU citizen or his spouse/partner with the applicant <u>and</u> proof of being under the care of the EU citizen (for instance, proof of economic dependency for at least one year prior to submission of the application).		
5.6 <input type="checkbox"/> <b>If <u>other members of the family are travelling</u>:</b> proof of exceptional health or incapacity circumstances that justify that the EU citizen will take the applicant under his/her care.	<input type="checkbox"/>	<input type="checkbox"/>
6. <b>Travel itineraries:</b> fully paid flight tickets, train tickets, coach tickets, ferry tickets or Eurotunnel tickets with all passengers names and tickets between countries when applicable. If you travel <b>by car</b> , you will need to provide ferry tickets with all passenger names, as well as copy of your driving license (if someone else is driving, a letter from them confirming such and a copy of their ID or passport), proof of car insurance and car registration/rental documentation.	<input type="checkbox"/>	<input type="checkbox"/>
7. <b>Accommodation is optional (although mandatory if travelling by car/ferry).</b>	<input type="checkbox"/>	<input type="checkbox"/>



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

- Applicants are requested to apply well in advance to the intended date of journey (up to 6 months prior to the departure date, 9 months for seamen). Once at the Consulate, the processing time of the visa is usually 15 calendar days, but may take up to 45 calendar days. 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.
According to EU and Spanish regulations, the visa for EU/EEA spouse or family members is free, although BLS may charge service fees. Your application and passport will be forwarded to the Consulate General of Spain in London.
During the processing time the passport is secured in the Consulate General. Passports can only be withdrawn during this period if a written request, signed by the applicant, is forwarded to the Consulate through BLS. The passport will be returned via BLS ONLY within 1 working day. No passports can be withdrawn directly from the Consulate.
In any case, according to Spanish regulations, the Consulate General of Spain in London, through BLS International:
- May request any other documents, the appearance of the applicant or a personal interview
- Should resolve all applications within a maximum period of 60 days
- May file the visa application process if, once resolved, it has not been picked up by the applicant within one month from the notification or grant
The mere submission of the above-mentioned documents does not guarantee the issuance of a visa.
Please kindly note that you can choose between the following options in order to have your passport delivered:
- Pre-paid envelope provided by applicant stating applicant's complete address
- BLS Guaranteed courier service
- Passport collection in person at BLS-London

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.

2. For BLS staff:

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.