

**BLS INTERNATIONAL - LONDON ·
CHECKLIST FOR DIGITAL NOMAD VISA TEL**

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, completed, dated and signed. PROVINCE OF RESIDENCE IN SPAIN MUST BE STATED IN THE APPLICATION. | <input type="checkbox"/> | <input type="checkbox"/> |
| 2 | <u>NIE number.</u> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. | One recent passport size colour photograph , printed in photo paper with white background, full front. 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. <u>This Consular Section does not accept digital retouching in identity photographs</u> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. | Valid passport. The original document and one 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 at least two blank pages. Passports issued more than 10 years ago will not be accepted. APPLICANTS MUST LEAVE THEIR PASSPORTS IN THE CONSULATE DURING VISA PROCESSING TIME. UK residence permit. For non British nationals. Photocopy of both sides of the residence card. Holders of a UK C-visit Visa are not eligible for a national visa. | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. | Certificate of criminal record: Applicants of legal age who apply for a visa must submit the original and a copy of the criminal record certificate(s) issued by his/her country or countries of residence for the past 2 years. Additionally, the applicant will submit a responsible declaration confirming the absence of criminal records for the last five years. This certificate cannot be older than 6 months, unless the certificate itself specifies a longer validity. For UK Criminal Records submit ACRO Certificate. These certificates must be: *Translated into Spanish by a Translator-Interpreter. Please visit the relevant web section of this Consulate for the list of sworn translators-interpreters. *Legalized by the consulate of the issuing country or, in the case of signatory countries to the Hague Convention of October 5, 1961, hold the Hague Apostille. Official documents issued by a Member State of the European Union, do not require legalization | <input type="checkbox"/> | <input type="checkbox"/> |
| 6 | Proof of residence in the consular district. The applicant must provide proof of their legal residence in the consular district or that they are attending classes, in person, in the | <input type="checkbox"/> | <input type="checkbox"/> |

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| | consular district. To verify your consular district, please visit the relevant web section of this Consulate. | | |
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| 7. | If the visa application is submitted through a representative , a copy of the identity document or passport of the representative, and a copy of the power of attorney or document proving representation must be submitted. The original documents must be shown when submitting the application. Foreign documents must be legalized or apostilled and, when necessary, must be submitted together with an official translation into Spanish. | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | |
| 8. | Payment of the visa fee. 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"/> |
| | | | |
| 9. | Public or private health insurance. Original and a copy of the certificate of a public or private health insurance contracted with an insurance company authorized to operate in Spain. The insurance policy must cover all the risks insured by Spain's public health system, it must be comprehensive, full and unlimited insurance coverage with no excess or co-payments, nor moratorium. Receipt of registration of Social Security S1 form is also accepted as health insurance .To register S1 form please access the following link (<i>Internet Explorer does not support this web, please use alternative browsers</i>): https://tramites.seg-social.es/acceso/registro-s-1-cobertura-asistencia-sanitaria-esp%C3%B1a.html | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | |
| 10 | Certification of working for at least 3 months (before the visa application) for a foreign Company. To this end, the applicant will submit a certificate, issued by the company and stating the following: <ul style="list-style-type: none"> • If the applicant is an employee: 1. Length of the contract. 2. Explicit consent to work remotely in Spain. 3. Salary. • If the applicant is self-employed: 1 Length of the contract. 2. The terms and conditions to work remotely in Spain | <input type="checkbox"/> | <input type="checkbox"/> |
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| 11 | <p>Certificate issued by the Government Companies House, declaring the date of creation of the company (or companies) and the type of business.</p> | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | |
| 12 .A | <p>IF APPLICANTS ARE REGISTERED WITH THE BRITISH NATIONAL SOCIAL SECURITY</p> <ul style="list-style-type: none"> • Responsible declaration by the company (if the applicant is an employee) or the applicant (if he/she is self-employed), stating their commitment to comply with the British social security system obligations before starting any work-related activity. • A1 form issued by HMRC: <p>FOR EMPLOYEES: Certificate confirming you will pay UK National Insurance when working temporarily abroad (CA3822)</p> <p>FOR SELF EMPLOYED: Certificate to confirm you will pay UK National Insurance while self-employed abroad temporarily (CA3837)</p> | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | |
| 12 .B | <p>IF APPLICANTS ARE REGISTERED WITH THE <u>SPANISH NATIONAL SOCIAL SECURITY</u></p> <p>If the applicant (or UK Company) decides to register with the Spanish Social Security System, he/she must provide with:</p> <ul style="list-style-type: none"> • A certificate proving the company and employee's registration. If the applicant is self-employed, he/she must provide a certificate of registration with RETA (Régimen de Trabajadores Autónomos de la Seguridad Social española). • Responsible declaration by the company (if the applicant is an employee) or the applicant (if he/she is self-employed), stating their commitment to comply with the Spanish social security obligations before starting any work-related activity. If the applicant is still registered with the British social security system this must be explicitly confirmed in the responsible declaration. | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | |
| 13 | <p>Documentary proof of financial means. Financial means must be at least 200% of the monthly Spanish national minimum wage, SMI.</p> | <input type="checkbox"/> | <input type="checkbox"/> |

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| | <p>In the case of family members: For the first family member they must prove additional financial means of at least 75% of SMI, the Spanish minimum wage. For each additional applicant, 25% of SMI, the Spanish national minimum wage is required.</p> <p>Spanish national minimum wage, SMI for 2024 is €1.134 per month.</p> <p>In order to prove the abovementioned resources, any means of proof are acceptable: work contract, bank statements, payslips etc.</p> | | |
| | | | |
| 14 | <p>Copy of the University degree or professional certificate confirming that the applicant has at least 3 years of experience in his/her business activity. Employment history issued by the UK government is accepted: https://www.gov.uk/get-proof-employment-history.</p> | <input type="checkbox"/> | <input type="checkbox"/> |

REQUIRED DOCUMENTS FOR FAMILY MEMBERS

For each family member accompanying the WORKER, all the documents listed above FROM 1 TO 8 must be submitted and documents proving family relationship with the WORKER:

- **Spouses and unmarried couples:** Birth or marriage certificates issued by the civil registry, certificate of registration as an unmarried couple or any other document proving that the relationship is an unregistered partnership. Foreign documents must be legalized or apostilled and, when necessary, must be submitted together with an official translation into Spanish.
- **Children:** copies of his/her parents' identity document or passport, as well as copy of the document proving kinship. The original documents must be shown when submitting the application.
- **Adult children,** documents proving their financial dependence and civil status. Foreign documents must be legalized or apostilled and, when necessary, must be submitted together with an official translation into Spanish.
- **Relatives in the ascending line:** documents proving they are in the investor's care. Foreign documents must be legalized or apostilled and, when necessary, must be submitted together with an official translation into Spanish.
- These certificates must be:
 - *Translated into Spanish by a Translator-Interpreter.
 - *Legalized by the consulates of the issuing country or, in the case of signatory countries to the Hague Convention of October 5, 1961, hold the Hague Apostille. Official documents issued by a Member State of the European Union, do not require legalization.

This visa will have a maximum validity of 1 year

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

- **THE CONSULATE WILL NOT PROVIDE INFORMATION ABOUT THE STATUS OF ANY PARTICULAR APPLICATION, (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.**
- Passports must be left in custody in the Consulate General.
- According to Spanish regulations, the Consulate General of Spain in London:
 - May request any other documents, the appearance of the applicant or a personal interview
 - Should resolve all applications within a maximum period of 10 days.
 - The visa application process may be closed if, once resolved, visa has not been picked up by the applicant within one month.
- The mere submission of the above-mentioned documents does not guarantee the issuance of a visa.
- 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, not assuming any legal or other liability for its accuracy and refers to existing Schengen and national regulations.

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.