

SPAIN VISA REQUIREMENTS

- **Duly accomplished** and **signed** Schengen application form.
- **Two passport sized colored picture with white background** (must be taken within the last 6 months; do not staple the photos on the form) **35mm x 45mm passport size.**
- **Cover Letter** (explaining the purpose of the intended trip)
- **Original passport** (must be 6 months valid beyond intended stay and must have at least two blank pages)
- **Copy of passport data page**
- **Original bank certificate** with receipt and addressed to the embassy.
- **Bank statements** for the last 6 months transactions.
- **Bank books**
- **Copy of National ID** (or any other legal IDs)
- **Original copy of previous visas and arrival stamps** for the past 5 years.
- **Travel insurance** covering the entire duration of the trip to the Schengen area (only accredited insurance companies are accepted; minimum coverage of 30,000 euros, non-deductible must cover emergency medical expenses, hospital treatment and repatriation for medical reasons or death)
- **Round trip flight booking confirmation** (we can provide)
- **Hotel booking confirmation** (we can provide)
- **Daily travel itinerary** (we can provide)
- **Copy of proof of civil status** (PSA Marriage, if married) (PSA Birth Cert., if single) (bring both of the PSA certificates mentioned, if you are married)

For Employees: (additional requirements)

- **Original employment certificate** with leave of absence (must include applicant's position, date hired, salary, date of return to work)
- **Copy of PRC/IBP ID** (if professional)
- **Copy of company ID**
- **Copy of recent personal Income Tax Return** (with signatories)

Note:

- Please be advised all documents should be printed in A4 paper.
- Additional required documents may be asked to the applicant depending on the category of visa applying for.
- Please send us an email at **documentations@inflightmenuph.com** for queries and/or information in submitting the requirements.