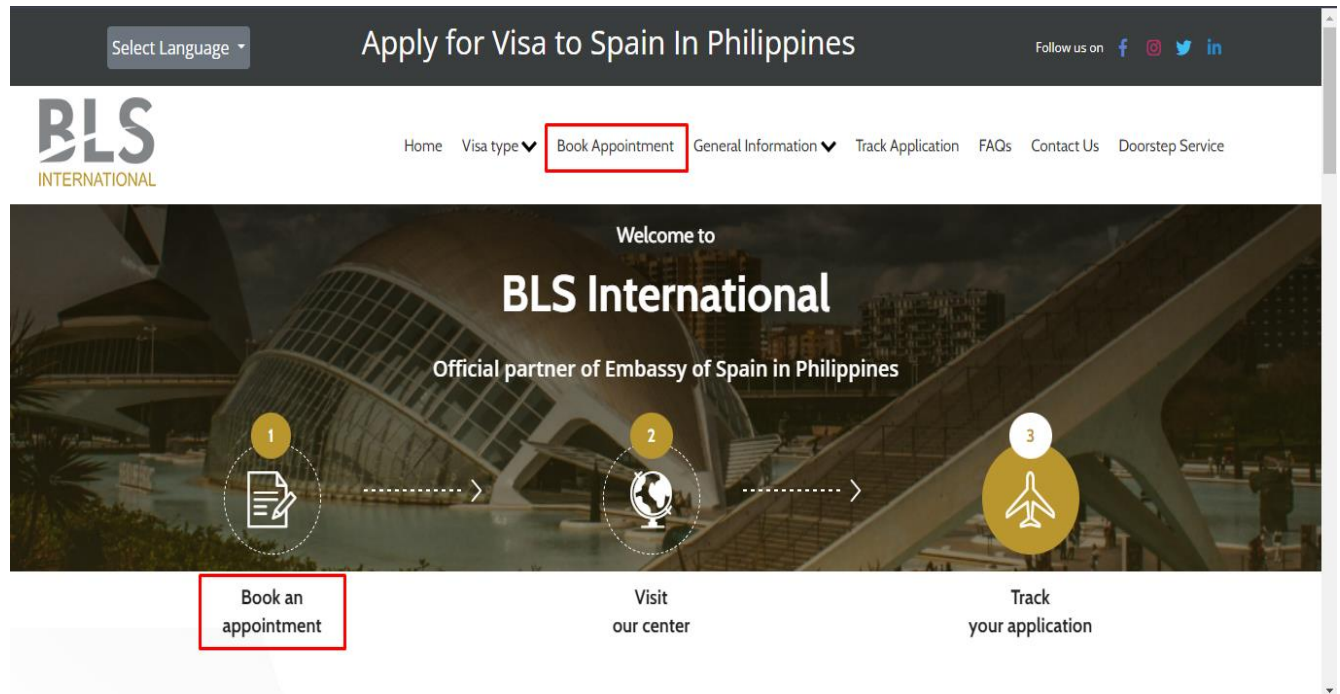


GUIDE TO THE NEW APPOINTMENT SYSTEM

Step 1. Click the “Book Appointment” Option



The screenshot shows the BLS International website interface. At the top, there is a dark navigation bar with a 'Select Language' dropdown, the title 'Apply for Visa to Spain In Philippines', and social media icons for Facebook, Instagram, Twitter, and LinkedIn. Below this is a white navigation menu with the BLS International logo on the left and several menu items: 'Home', 'Visa type', 'Book Appointment' (highlighted with a red box), 'General Information', 'Track Application', 'FAQs', 'Contact Us', and 'Doorstep Service'. The main content area features a large banner with a background image of a modern building. The banner text reads 'Welcome to BLS International' and 'Official partner of Embassy of Spain in Philippines'. Below the banner are three numbered steps: 1. 'Book an appointment' (with a document icon and a red box around the text), 2. 'Visit our center' (with a globe icon), and 3. 'Track your application' (with an airplane icon). Dashed arrows indicate a flow from step 1 to 2, and from 2 to 3.

Step 2. Create/Register your account

- **For Individuals & Families travelling on their own.**

If not registered yet, click “**Create an account**”:

If you already made an account previously, you can still use the same credentials.

BLS INTERNATIONAL

Email *

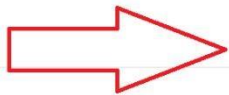
Password *

Forgot Userid Forgot password?

Verify

Not registered yet? Create an account

- For Travel Agent/Manning Agency please create your account thru "Agent Login":



BLS INTERNATIONAL

Email *

Password *

Forgot Userid Forgot password?

Verify

Not registered yet? Create an account



Apply for VISA to Spain In Philippines



Agent Login

Email *

Password *



[Forgot password?](#)

Verify

[New Agent Registration](#)



Agent Registration

Country*

--Select--

Mission*

--Select--

Center*

--Select--

Agent Name*

Email *

Mobile*

Office Address*

Travel Agency*

Upload Required Document *

(IATA Certificate / Travel Agency Licence
/ ADS yellow card / EU white badge courier
card)

Browse

Verify

For verification purposes, you have to send the following details to approve the account you are requesting as per the instructions below:

Disclaimer

Dear Agent,

You are now accessing the "Agent Login" Appointment portal.

If you are not an agent please exit the page now and go back to home page to access the regular login portal.

For agents, please complete the registration and contact the info.mnl@blshelpline.com to approve your login credentials:

Please send the following:

Subject: Agent Login Credential Request

Travel Agency Name:

Authorize Agent:

Contact Number:

Email:

For Existing Agent User, Please login using your email and password.

For any concern please contact our helpdesk at +632-7902-0001.

Ok

Once you have successfully clicked "**Verify**" and sent the details needed, you have to have to wait for the approval by BLS. Once your account has been approved, you will automatically receive your log in credentials to the registered email address.

Please note that you can only register **1 email** per company.