

SHORT STAY VISA – TRANSIT

REQUIREMENTS	ORIGINAL	PHOTOCOPY
Long Brown Envelope (With the applicant's surname , name and contact number written in bold letters on the upper left corner)		
Signed Schengen Visa Application form with: <ul style="list-style-type: none"> o Photo (35mm x 45mm, passport-size, white background, with the present, same image and likeness) 	1	1
Guarantee Letter from the Philippine Shipping Agency (with stamp and signature) <ul style="list-style-type: none"> o Name and personal data of the seafarer. Position on board the vessel o Departure date from Manila and duration of the contract o Name of vessel, date of arrival/departure from the Spanish port 	✓	
Letter of Invitation (on letter headed paper, written in Spanish with stamp and signature) from the Principal or agent in Spain mentioning the following: <ul style="list-style-type: none"> o Name and personal data of the seafarer. Position on board the vessel o Departure date from Manila and duration of the contract o Name of vessel, date of arrival/departure from the Spanish port o Itinerary that the seafarer will follow to arrive in Spain, date of arrival and company that will be in charge of transporting him/her to the vessel. 		✓
Philippine Overseas Employment Agency's Documents (POEA) <ul style="list-style-type: none"> o Overseas Employment Certificate o Valid Employment Contract 		✓ ✓
Valid Passport (with 3 month's validity from the end of intended stay , must contain two empty pages) and Previous passport's (max 2 old passports) <ul style="list-style-type: none"> o Photocopy of Biopage, previous visas and entry & exit stamps DO NOT STAPLE ANY DOCUMENT TO THE PASSPORT	✓	✓
Seafarer's booklet/Seaman's book valid for at least 3 months and must contain empty pages <ul style="list-style-type: none"> o Photocopy of Biopage DO NOT STAPLE ANY DOCUMENT TO THE SEAMAN'S BOOK	✓	✓
For non appearance: With previous Schengen visa issued last 3 years. The representative shall provide an authorization letter fully signed by the applicant	✓	

I acknowledge that:

- I have provided all supporting documents as requested on this checklist.
- I have not provided all supporting documents and I am aware that the result of my application will be based on the decision of the Consulate General of Spain.

Note:

- Kindly bring the originals for verification purposes.
- If needed, and in order to clarify the purpose of the intended trip, other documents not indicated might be required.

Printed Name and Signature

Date