



DOCUMENTS TO BE SUBMITTED

	SCHENGEN VISA – CATEGORY A “AIRPORT TRANSIT”	REMARKS (VFS staff)
1.	<p><u>Application form</u></p> <ul style="list-style-type: none"> · Dully filled in all blanks in English or Spanish and signed and dated by the applicant himself. If the applicant is under the age of 18, both parents or legal guardian must sign a “Letter of consent”; present original passports and copies and attach a valid birth certificate of the minor. 	
2.	<p><u>Original letter from local sponsor</u></p> <ul style="list-style-type: none"> · Written in English <u>stating purpose of trip, qualification, salary and start date of employment in the UAE.</u> · If self-sponsor, copy of trade license officially translated into Spanish or English. 	
3.	<p><u>Passport</u></p> <ul style="list-style-type: none"> · Passport with valid UAE residence visa with a minimum validity of 2 months from the date of expiry of requested visa. · Passport validity of 3 months from the date of expiry of requested visa. · Passport not older than 10 years, signed by bearer. Undamaged pictures securely affixed with/to passport. · Previous passport, if applicable. 	
4.	<p><u>One recent biometric passport sized photographs</u></p> <ul style="list-style-type: none"> · Pictures must comply with EU recommendations (can be consulted in this Website) · Should not be older than 6 months. 	
5.	<p><u>Photocopies</u></p> <ul style="list-style-type: none"> · Passport pages containing personal data and residency visa · Previous Schengen, US, UK, Canada, Japan visas. 	
6.	<p><u>Overseas medical insurance.</u> Valid for the duration of the requested visa and all Schengen countries.</p> <ul style="list-style-type: none"> · Must cover all risks expected during the time of stay in the Schengen area, including repatriation. Minimum coverage is 30,000€ + repatriation. (Medical insurances connected to credit cards are not accepted) · Conditions must be stated either on insurance document or on separate confirmation letter 	
7.	<p><u>Valid visa for final destination.</u></p>	
8.	<p><u>Return ticket reservation:</u></p> <ul style="list-style-type: none"> · If the visa is granted, paid ticket can be requested. 	

A transit visa allows visa holders to stay in the international transit area of a Spanish airport, without access to the national territory, during stopovers or flight connections. Entry clearance requirements depend on the citizenship and resident status of the applicant (sometimes in a third country). You must confirm with your travel agent or airline whether your flight is scheduled via another airport. If you leave the airport’s international transit area (for instance, if you change the terminal), you will have to apply for a Schengen Visa – Category C.

Third countries whose nationals are required to have an airport transit visa (VTA) in Spain
 ANGOLA, COTE D’IVOIRE, CUBA, DJIBOUTI, GUINEA-BISSAU, GUINEA CONAKRY, INDIA, LIBERIA, MALI, SIERRA LEONE, SYRIA, TOGO, AFGHANISTAN, BANGLADESH, ERITREA, ETHIOPIA, GHANA, IRAN, IRAQ, NIGERIA, PAKISTAN, DEMOCRATIC REPUBLIC OF CONGO, SOMALIA, SRI LANKA.

VTA is not required to holders of diplomatic, official or service or ordinary passport holders who are residents or holders of a valid entry visa in a Member State of the Agreement on the European Economic Area, in Canada or the United States. VTA is not required for holders of diplomatic, official and service passports, or holders of a residence permit of a European Economic Area country, Andorra, Canada, United States, Japan, Monaco, San Marino and Switzerland.

(In the case of Ghana and Nigeria, VTA is limited to citizens of these countries without a valid visa issued by a Member State of the European Union or a valid visa for a State party to the Agreement on European Economic Area, or to Canada, Japan, United States and Switzerland)

REMARKS to be filled out by VFS staff ONLY:

Applicant requests: single entry
 multiple entry. WHY? _____

Applicant travels: alone
 with ___ family member/s. Please specify: _____
 with a group. Please specify: _____

Applicant documents: are COMPLETE
 are NOT COMPLETE

TERMS & CONDITIONS

This information leaflet has been generated by the Embassy of Spain to the UAE and is valid for the visa application in the United Arab Emirates. It stipulates the legal requirements requested by this Embassy for this type of visa and is carried out in cooperation with VFS Global to facilitate your visa application. READ IT CAREFULLY AND OBSERVE THE REGULATIONS. Applicants are suggested to apply well in advance to the intended date of journey. **Visa process can take up to 3 weeks after your submission at VFS, if granted.**

THE EMBASSY DOES NOT PROVIDE ANY INFORMATION ON THE STATUS OF A VISA PROCESSING (neither by phone nor by email).

INCOMPLETE APPLICATIONS- Only complete applications can be accepted; **non-submission of required documents may lead to refusal of visa.** Once the application is submitted, no changes in dates or conditions of travel will be admitted unless duly justified.

VISA FEES- must be paid upon submission of the above. Your application, passport and visa fee will be forwarded to the Embassy of Spain within one working day after submission (if submitted on Thursday, the application will reach the Embassy on Sunday). The service fee remains with VFS Global. **The visa fee is non refundable.**

PASSPORT WITHDRAWAL- During the processing time the passport is secured in the Embassy. Passports can only be withdrawn during this period if a written request, signed by the applicant, is forwarded to the Embassy via VFS. No passports can be withdrawn directly from the Embassy.

According to Spanish regulations, the Consular Section of the Embassy of Spain in Abu Dhabi, through VFS Global:

- May request any other documents or a personal interview.
- Should resolve all applications within 3 months.
- May file the visa application if it has not been picked up by the applicant within one month of notification or grant.

a) for VFS staff:

APPLICANT HAS BEEN INFORMED OF THE ABOVE. THE REMARKS HAVE BEEN COMPLETED TOGETHER WITH APPLICANT.

.....
City and Date

.....
(signature VFS staff)

b) for Visa Applicant:

I HAVE READ AND AGREED TO THE TERMS AND CONDITIONS VALID FOR THE VISA APPLICATION

.....
City and Date

.....
(signature of applicant)