



## SPAIN BUSINESS VISA REQUIREMENT

1. **Visa application form** dully filled up along with a **photocopy**.
2. **Passport with validity** that exceeds the date of return to Pakistan by a minimum of **3 months** and all previous passports if any, along with its photocopy of all pages bearing visas and stamps.
3. Two photographs (**35x45**) in white background
4. Photocopy of your valid National ID card (**NIC**)
5. If you have been refused by an Embassy in the last two years, written explanation about the trip and reason
6. **Accreditation of profession**. A letter of presentation by the employer specifying the following:
  - **Period work** at the present organization
  - **Position or post** in the organization
  - Monthly **remuneration/salary**
  - If applicant is a student, original signed letter from applicant's School/College or University.
7. **Supporting documents of personal income**, which includes original bank statement of last six months signed by two bank officials (**statement are subject to verification**), last three salary slips. In case of proprietor National Tax Number Certificate (**NTN**) and proof of income tax payment is also required.
8. **Supporting documents of organization's income**, which includes original bank statements of last six months, National Tax Number Certificate (**NTN**), proof of income tax payment for previous two years, Chamber of Commerce Certificate valid for the current year, Recommendation for business visa from Chamber of Commerce.
9. **An invitation letter** from private or public Spanish organization in the applicant's name and indicating trip dates.
10. A **travel health insurance** valid for Schengen States and for the whole duration of the intended stay, with a minimum coverage of **30,000 euro** for medical assistance, hospitalization and death repatriation purposes (**original & photocopies**).
11. Confirmed hotel reservation and flight booking
12. Family Registrations Certificate (**FRC**)

### FOR DETAILS & INQUIRY

Furqan Qureshi  
0300 0800 527

Muhammad Imran  
0300 0800 528

Adeel Ali Khan  
0300 0800 531

Ayaz Hussain  
0300 0800 530

Noman Siddiqi  
0300 0800 524

For More Information  
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 **Head Office:** Office# M-10 Park Towers, Block 5, Karachi.

#### PLEASE NOTE:

- Applicants are strongly advised to apply the visa at least two weeks prior to the date of intended departure.
- Once the visa form is filled up and signed, a one photocopy will have to be made and submitted with one photograph pasted (**not stapled**) on each of the two forms.
- The Embassy reserves the right to ask for any additional document apart from those mentioned above that it deems necessary for the issuance of visa and call for an interview.
- Compliance with the above-mentioned conditions does not automatically guarantee the issuance of the visa. After the issuance of the visa, the competent authorities may refuse entry into Spain upon arrival. In such case, the Spanish government accepts no liability.
- The application will be refused if the Embassy detects any fake document.
- Visa applications must be submitted along with one set of original documents. Only those documents that have to be returned to the applicant should be accompanied by a photocopy.

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