

# VFS PORTUGAL

	<b>TRANSIT / SEAMAN VISA CHECKLIST</b>	<b>YES</b>	<b>NO</b>
<b>1</b>	<b>Application form</b> completely filled and signed by the applicant.		
<b>2</b>	Two Recent (not older than six months) <b>passport-size photographs</b> in color with white background. (3.5cm / 4.5cm) (Do not staple).		
<b>3</b>	The Passport should be valid for at least three months (any other type of travel document should be valid for at least six months), beyond the intended duration of stay in the Schengen territory and with at least one blank page to affix the visa.		
<b>4</b>	<b>Clear photocopy of first and last page of the passport on a same page and Copy of previous Schengen visa and U.K or U.S valid visa. If Any .</b>		
<b>5</b>	<b>A Copy of refusal notification of previously denied Schengen Visas if any.</b>		
<b>6</b>	A <b>covering letter</b> from the applicant/company explaining the purpose, duration & itinerary of the visit in brief. OR letter from the Indian recruiting company stating the applicant's name and rank, vessels name and arrival date at the port in Portugal, date of joining vessel, the name and address of the handling agent in Portugal.		
<b>7</b>	<b>Overseas travel medical insurance</b> valid for all Schengen-countries .The insurance has to cover the applicant at least for 30,000 Euros or equivalent for all risks e.g. accident, illness, medical emergency evacuation etc. The policy has to clearly specify the period of validity and has to cover the entire duration of the trip including the date of arrival & departure.		
<b>8</b>	<b>Proof of sufficient funds to cover expenses while in Portugal:</b> Original Bank Statements for the last one year/ Income Tax Returns for the last three years/ Copy of Pan Card/ Salary Slips (if working). <b>Only for Transit visa</b>		
<b>9</b>	A confirmed ticket for the onward destination.		
<b>10</b>	Proof of accommodation incase of an overnight stay (confirmation of reservation of hotel/apartment).		
<b>11</b>	A valid visa for the country of destination.		
<b>12</b>	Minors below 18 years traveling alone must submit the written consent of their parents or legal guardian not traveling.		
<b>13</b>	Foreign nationals residing in India must submit valid permit to return to India.		
<b>14</b>	Fax or letter from the shipping company or agent in Portugal confirming the dates of arrival & departure of the ship. For Seaman		
<b>15</b>	Declaration from the 'Port Authority' (in Portugal) regarding the arrival of ship. For Seaman		
<b>16</b>	Original and Photo copy of the CDC booklet. For Seaman		

**Note:** (1) Applicant could be asked for additional documents or may be called for an Interview if desired by The Embassy of Portugal, New Delhi. (2) The visa fee, according to Schengen regulations, is non-refundable. (3) Carry All documents in Original at the time of interview. (4) Embassy of Portugal require a minimum of 15 calendar days for visa processing once the application reaches Embassy.

Name: \_\_\_\_\_ Passport No: \_\_\_\_\_

Applicant's Date of Birth: \_\_\_\_\_

Travel Date: \_\_\_\_\_

Contact No. \_\_\_\_\_

E-mail Id \_\_\_\_\_

**Comments (if any):**

**Application Submitted by:** ..... **Sign**.....

**VFS Staff:** Name ..... Date: .....