

## VFS PORTUGAL

| TRANSIT (SEAMAN) VISA CHECKLIST |  | Yes | No |
|---------------------------------|--|-----|----|
| <b>1</b>                        | <b>Online Visa Application Form</b> completely filled and signed by the applicant (Date on Online Visa Application form should be the same date as the appointment for visa submission).   |     |    |
| <b>2</b>                        | <b>One Recent</b> (not older than six months) <b>passport-size photographs</b> in color with white background. (3.5cm / 4.5cm) (without Glasses-Specs)   |     |    |
| <b>3</b>                        | <b>Original Cover Letter</b> from the Indian recruiting company stating the applicants 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.<br>The cover letter should also mention the name and relation of any <b>accompanying travelers</b> with their passport numbers, passport copy and Ticket copy. If the accompanying travelers already possess a valid Schengen Visa, please enclose a photocopy of the same and if applying through another Embassy/Consulate, please provide the details. |     |    |
| <b>4</b>                        | <b>Reserved</b> Onward Flight Travel Ticket.<br>Flight tickets of the applicant and accompanying travellers to Portugal if any.  |     |    |
| <b>5</b>                        | <b>Overseas travel medical insurance</b> valid for all Schengen-countries .The insurance has to cover the applicant for at least 30,000 Euros or equivalent, for all risks e.g. accident, illness, medical emergency evacuation, loss of baggage, 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 in & departure from India   |     |    |
| <b>6</b>                        | <b>Fax or Letter from the Shipping Company or Agent in Portugal</b> confirming the dates of arrival & departure of the ship. (Letter of Guarantee).  |     |    |
| <b>7</b>                        | <b>Declaration from the ‘Port Authority’ (in Portugal)</b> regarding the arrival of ship.  |     |    |
| <b>8</b>                        | Photo copy of all the pages in CDC booklet (Seamen’s Booklet).   |     |    |
| <b>9</b>                        | The <b>Passport should be valid for at least three months</b> beyond the intended duration of stay in the Schengen territory and with at least two blank pages to affix the visa. No visa will be issued on the additional page of the passport. <ul style="list-style-type: none"> <li>○ Copy of the Bio-Pages (First and Last page) of the Passport including the copy of the page stamped by the Passport Office must be enclosed.</li> <li>○ Copies of all the pages that contain Occidental visas.</li> </ul>   |     |    |

**IMPORTANT:**

- The rules and requirements are subject to change without prior notice.
- Applicant could be asked for additional documents or may be required for a Personal Interview if desired by The Consulate General of Portugal, Goa.
- Kindly carry all your ORIGINAL DOCUMENTS at the time of submission at VFS Global.
- The Visa Fee, according to Schengen regulations, is non-refundable.

**Full Name:** \_\_\_\_\_

**Passport No:** \_\_\_\_\_

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

**Date of Birth:** \_\_\_\_\_

**Contact No:** \_\_\_\_\_

**E-mail Id:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

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

**Comments (if any):**

**Personal Interview Date (if applicable):** .....

**Biometrics Done:** .....