

VFS PORTUGAL

TOURIST VISA CHECKLIST		Yes	No
1	Application form completely filled and signed by the applicant.		
2	Two Recent (not older than six months) passport-size photographs in colour with white background. (3.5cm / 4.5cm) (Do not Staple)		
3	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 two blank pages to affix the visa. No visa will be issued on the additional page of the passport. Previous passport, if any, should also be submitted with the visa application.		
4	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 .		
5	A Copy of refusal notification of previously denied Schengen Visas, if any.		
6	Covering letter explaining the purpose of the visit and Names and passport numbers of the applicants travelling together with complete and full address and contacts of host/relative/hotel in Portugal.		
7	Travel ticket reservations.		
8	Proof of accommodation (reservation of hotel/apartment).		
9	Overseas travel medical insurance 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 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.		
10	Proof of sufficient funds to cover all expenses while in Portugal: <ul style="list-style-type: none"> ○ Original Bank statement for the last three (03) months duly stamped and signed by the issuing bank branch ○ Copy Income Tax Returns for the last 3 years self/company ○ Copy of last three (03) Salary Slips (if employed). ○ Copy of Pan Card 		
11	Proof of occupation		
12	Foreign nationals residing in India must submit valid permit to return to India.		
13	Minors below 18 years travelling alone must submit the written consent of both their parents/ guardians		

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.

Declaration: I confirm that I have submitted only the above ticked documents.

Name: _____ Passport No: _____

Applicant's Date of Birth: _____ Interview date: _____

Travel Date: _____

Contact No. _____

E-mail Id _____

Comments (if any):

Application Submitted by: Sign.....

VFS Staff: Name Date: