

**DF CHECKLIST: RESIDENCE VISA FOR ACCOMPANYING FAMILY MEMBERS**

<b>Personal details of the applicant (as per the passport)</b>
Name: _____
Surname: _____
Passport number: _____
Date of birth: _____
<b>Contact details of the applicant</b>
E-mail address: _____
Telephone no.: _____
<p><b>Please carefully read the following information:</b></p> <ul style="list-style-type: none"><li>• Submit the documents in the exact order given below.</li><li>• Do not staple any document.</li><li>• All supporting documents must be in A4 size paper.</li></ul> <p><b><u>DF VISA: What it is?</u></b></p> <p>The <b>DF visa</b> is a residence visa aimed at the family member(s) of the "main" residence visa applicant (for any residence visa category, except DP – job seeker visa - which does not entitle for family members to apply for a DF visa), allowing them to also apply for residence in Portugal.</p> <p>Therefore, the DF visa application is assessed at the same time of the residence visa application of "main" family member. DF applicants do not need to get an appointment at VFS to submit their visa application. Only the main residence visa must have an appointment and his/her family member(s) shall submit their visa application(s) on the same date.</p> <p><b>Only the following family members</b> of the main residence visa applicant <b>are entitled to apply for a DF visa:</b></p> <ul style="list-style-type: none"><li>• The <b>spouse (or the partner</b> in the case of a non-marital partnership, provided that non-marital partnerships are recognised by law in the country of the national);</li><li>• The <b>children under the age of 18 years old</b>, either of the applicant or of his/her spouse, as well as minors adopted by the applicant and/or by his/her spouse, as a result of a decision by the authority competent authority of the country of origin, provided that the law of that country recognizes to the adopted rights and duties identical to those of natural filiation and which the decision is recognized by Portugal;</li><li>• The <b>children older than 18 years old</b>, provided that they are <b>financially dependent of the main visa applicant</b> and/or his/her spouse, and provided that they are <b>single</b> and are <b>studying at an educational institution in Portugal</b>;</li><li>• The <b>children older than 18 years old</b>, provided that they are <b>financially dependent of the main visa applicant</b> and/or his/her spouse, and provided that they are <b>single</b> and are <b>they are studying</b>, as long as the holder of the right to family reunion is the bearer of a residence permit issued under the article 90.º-A (Decree-Law no. 90/2022, of 30th December);</li><li>• The <b>direct ascendants (parents) of the main applicant or the direct ascendants (parents) of his/her spouse</b>, as long as they <b>financially dependent on the applicant</b> (or financially dependent on the spouse);</li><li>• <b>Siblings of the main applicant, as long as they are minors and are under the guardianship of the main applicant</b>, in accordance with the decision made by the</li></ul>

competent authority of the country of origin and as long as this decision is recognized by Portugal.

As for any residence visa, the DF visa grants two entries in Portugal to the visa holder, being valid for a period of 4 months (120 days). During that period, the visa holder can submit a residency permit request with the competent Portuguese authorities:  
<https://aima.gov.pt/pt/viver/autorizacao-de-residencia-regime-e-requisitos-gerais-art-o-77-o-n-o-1>

**What is the standard processing time of a DF visa application?**

The **standard processing time** of a DF visa application is **60 (sixty) calendar days**. The **DF visa application is assessed together with the residence visa application of the main family member/main applicant**. This period starts counting **only** when the application reaches the Consular Section of the Embassy of Portugal in New Delhi (the visa application will need up to two working days to reach the Consular Section Embassy of Portugal in New Delhi) and that public holidays of the Embassy of Portugal in New Delhi as announced on its website will not count as working days.

<b><u>REQUIRED DOCUMENTS</u></b>	<b>YES</b>	<b>NO</b>
<p><b>If not otherwise noted</b>, submittal of copies of the original document are sufficient. Please note that the Consular Section of the Embassy of Portugal in New Delhi does not return original documents if you do not provide a copy. <b>Please mark on the right column if you submitted the document / form or not</b></p>		
<p><b><u>Portuguese visa original application form duly filled in and signed by the applicant.</u></b></p> <p>The visa application form is free of charge and can be downloaded from the website: <a href="https://vistos.mne.gov.pt/images/formulario_visto_nacional_en.pdf">https://vistos.mne.gov.pt/images/formulario_visto_nacional_en.pdf</a></p> <p>Each applicant shall submit a complete and signed application form individually. <b>Please submit all pages of the application form.</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b><u>Valid national passport:</u></b></p> <ul style="list-style-type: none"> <li>• Issued within the last 10 years and with at least 3 months validity after the scheduled return.</li> <li>• Passports with observations regarding the front data page (biographical data) will not be accepted.</li> <li>• Passports must have at least two empty pages to affix visa.</li> <li>• Handwritten passports or passports that contains a manual entry made after 01/04/2010 where the biographical data (name, place, date of birth and sex) were changed will not be accepted.</li> <li>• Applicants from Bangladesh and Sri Lanka whose holders need their passports to travel back to their countries must submit a copy in colours of the biographical data page. This copy must not have stamps covering the information of the biographical data page.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b><u>Proof of legal residence:</u></b></p>	<input type="checkbox"/>	<input type="checkbox"/>

<ul style="list-style-type: none"> <li>If the applicant is not a national of India, Bangladesh, Bhutan, Nepal, Sri Lanka and the Maldives, please note that evidence of his/her legal residence in any of these countries (residence permit) must be submitted.</li> </ul>		
<p><b><u>2 passport size pictures:</u></b></p> <ul style="list-style-type: none"> <li>White background, not older than 6 months (size 35-40 mm in width, not copied or scanned picture).</li> <li>One picture must be pasted on the application.</li> <li>One picture has to be clipped on the last page of the passport. Stappled of pinned pictures cannot be accepted.</li> <li>For more details refer to: <a href="https://www.icao.int/Security/mrtd/Downloads/Technical%20Reports/Annex_A-Photograph_Guidelines.pdf">https://www.icao.int/Security/mrtd/Downloads/Technical%20Reports/Annex A-Photograph Guidelines.pdf</a></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b><u>Proof of financial resources</u></b> for the period of, at least, 12 months, under the provisions laid out on the nº 2 of article 2 of Ordinance nº 1563/2007, of 11 December. For such purpose, applicant must submit the <b>bank statements</b> (stamped and signed by the bank) of the previous three months <b>as well as</b> the <b>ITRs of the previous three years</b>.</p> <p><b>For the purposes of proof of means of subsistence</b>, the funds arising from a contract or promise of an employment contract must be considered.</p> <p>Proof of the financial resources may be also waived upon the presentation of a <a href="https://vistos.mne.gov.pt/images/termo_responsabilidade_aima.pdf">term of responsibility</a> signed by either the Portuguese citizen or a foreign citizen legally living in Portugal, through which he/she declares to be able to support the visa applicant by providing food and accommodation in Portugal, as well as to pay any repatriation costs in case of irregular stay. The document can be downloaded here : <a href="https://vistos.mne.gov.pt/images/termo_responsabilidade_aima.pdf">https://vistos.mne.gov.pt/images/termo_responsabilidade_aima.pdf</a></p> <p>To be considered valid, the document and the signature of the citizen who signs it must be dully recognised by a lawyer or by a notary or registry office. <u>A copy of the Portuguese citizen's ID who signs the document must be also submitted or, should the document be signed by a foreign citizen legally living in Portugal, a copy of his/her residence card is mandatory.</u></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b><u>Travel Insurance (original):</u></b></p> <ul style="list-style-type: none"> <li>Please refer to the list of approved Indian travel insurances: <a href="https://www.vfsglobal.com/one-pager/portugal/india/english/pdf/TRAVEL-MEDICAL.pdf">https://www.vfsglobal.com/one-pager/portugal/india/english/pdf/TRAVEL-MEDICAL.pdf</a></li> <li>Applicants from outside India, should get their travel insurances in their country of residence.</li> <li>Minimum coverage of 30,000 Euro / 50,000 USD / 50,000 CHF per person.</li> <li>Coverage of all expenses which might arise in connection with repatriation for medical reasons, urgent medical attention and/or emergency hospital treatment.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>



<p>guardianship of the minor, in which case a court order or other proof of sole custody or guardianship must be provided.</p> <ul style="list-style-type: none"> <li>• <b>If the minor travels alone (without parents)</b>, written consent, certified by public notary, of both parents or guardians having custody or guardianship of the minor.</li> <li>• <b>Copy of identification document(s)</b> (with signature and photograph) <b>of the parent(s)/guardians having custody/guardianship of the applicant.</b></li> </ul>	<input type="checkbox"/>  <input type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>
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**General remarks of the Consular Section of the Embassy of Portugal in New Delhi:**

- Submission of the above-mentioned mandatory documents does not guarantee that a visa is granted. The required documents must be submitted with the visa application (documents sent through e-mail or post to the Embassy of Portugal in New Delhi are not accepted, unless if required).
- The Consular Section of the Embassy of Portugal in New Delhi reserves the right to ask for additional documents and/or for a personal interview. The Consular Section of the Embassy of Portugal in New Delhi is not however obliged to ask for submittal of documents already mentioned on this list before denying an application.
- Submission of incomplete documentation may result in the rejection of an application.
- Please note that **the standard processing time of a DF visa application is 60 (sixty) calendar** days. This period starts counting **only** when the application reaches the Consular Section of the Embassy of Portugal in New Delhi (the visa application will need up to two working days to reach the Consular Section Embassy of Portugal in New Delhi) and that public holidays of the Embassy of Portugal in New Delhi as announced on its website will not count as working days.
- This period can be prolonged by the Consular Section of the Embassy of Portugal in New Delhi if deemed necessary for a personal interview, scrutiny of bank documents and/or verification of any other supporting documents, among other reasons.
- Visa applications should be submitted in advance to ensure time for competent authorities to deliver a decision.
- A booked flight ticket does not result in a preferred processing of the application.
- All documents, forms and declarations must be submitted either in Portuguese or English. All documents, forms and declarations not in Portuguese or English have to be submitted with proper Portuguese or English translation. Failing to provide proper translation will result in the document, form or declaration considered "missing".
- The refusal of the visa application does not entail the reimbursement of the visa fees.
- Consult the legislation in force at the following hyperlink: <https://vistos.mne.gov.pt/en/national-visas/national-legislation>

**Declaration of the visa applicant (to be signed by the parent(s) submitting the application if applicant is a minor)**

I have taken note of the general and special remarks as mentioned on checklist.  
I have been informed that VFS Global does not have any influence on the decision about a visa application and only the information provided by the Consular Section of the Embassy of Portugal in New Delhi must be taken as official.  
I confirm that the VFS officer has noted all documents submitted by me and that I want the application in its present form to be forwarded to the Consular Section of the Embassy of Portugal in New Delhi.

I am aware that original documents not submitted with a copy will be kept by the Consular Section of the Embassy of Portugal in New Delhi.

**Date:**

**Name, Surname of the applicant:**

**Passport number:**

**Signature of the applicant:**

**Confirmation of VFS on the day of submittal**

**Date of submittal:** \_\_\_\_\_

**VFS VAC in** \_\_\_\_\_

Application submitted:

I confirm that above this checklist has been filled out together with and signed in front of me by the applicant at today's appointment at the above VAC.

**VFS Officer Full Name:** .....

**Signature:** .....