

**D2 CHECKLIST: RESIDENCE VISA FOR ENTREPRENEURS, INDEPENDENT
PROFESSIONAL ACTIVITY FOR LIBERAL PROFESSIONALS AND STARTUP VISA
PROGRAM (IAPMEI, I.P.)**

Personal details of the applicant (as per the passport)

Name: _____

Surname: _____

Passport number: _____

Date of birth: _____

Contact details of the applicant

E-mail address: _____

Telephone no.: _____

Please carefully read the following information:

- Submit the documents in the exact order given below.
- Do not staple any document.
- All supporting documents must be in A4 size paper.

D2 VISA: What it is?

The **D2 visa** is a residence visa aiming at entrepreneurs and foreign nationals who wish to establish their professional independent activity in Portugal and/or have been hired as service providers (within the range of liberal professionals) by a service provider or a company in Portugal.

Since the term 'liberal professions' is understood differently in different Member States of the European Union, for the purpose of the D2 visa application, a **liberal profession is** considered as follows: "**liberal professions provide intellectual services based on a specific professional qualification or skill. These services are provided personally and rest on a relationship of trust. Members of the liberal professions carry out their activity autonomously and on a professionally independent basis. They are characterised by a professional ethos, have an obligation to the interests of their client, are required to act in the public interest and are subject to a system of professional organisation and oversight** (as defined in the Rome Manifesto adopted by the European and Economic Social Committee in 2017). Hence, the liberal profession is "**of a marked intellectual character, requiring a high-level qualification and are usually subject to clear and strict professional regulation. In the exercise of such an activity, the personal element is of special importance and such exercise always involves a large measure of independence in the accomplishment of the professional activities**" (as defined by the judgment issued by the European Court of Justice in the case „C-267/99, *Adam./Administration de l'enregistrement et des domaines de Luxembourg*")

As for any residence visa, the D2 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 is required to apply for a residency permit with the competent Portuguese authorities: <https://aima.gov.pt/pt/trabalhar/autorizacao-de-residencia-para-atividade-altamente-qualificada-art-90-o>

StartUp Visa Program established by IAPMEI, I.P.

The **StartUp Visa Program** is an accreditation **program** focused on supporting and promoting entrepreneurship and innovation in Portugal, aiming to attract foreign investment, talent and capacity for innovation to the country. The StartUp Visa Program has been established by IAPMEI,

I.P. (the Portuguese public Agency for Competitiveness and Innovation – within the Portuguese Ministry of Economy) and is particularly aimed at young entrepreneurs from all over the world who wish to open an innovative company or work for a Portuguese StartUp certified by IAPMEI, I.P., in the framework of this program. Therefore, IAPMEI, I.P. is responsible for assessing and accrediting **the startups** under the **StartUp Visa Program**. So if you are a **young entrepreneur planning** to work with one of the Startup Visa Certified Incubators by IAPMEI, I.P., please find [here](#) the list of certified incubators by IAPMEI, I.P. under the StartUp Visa Program.

Applicants who wish to submit their D2 visa application under the StartUp Visa Program, must have the Statement form issued by IAPMEI, I.P. and must submit it together with the other mandatory documents mentioned on this checklist.

a. Eligibility criteria (established by IAPMEI, I.P.)

International entrepreneurs wishing to access the Startup Visa Program must accomplish the following criteria:

1. Intend to develop business activities to produce innovative goods and services;
2. Open or relocate companies and/or projects focused on technology and knowledge, with a perspective of developing innovative products;
3. Have the potential to create qualified employment;
4. Have the potential to attain, 5 years after the incubation period, a turnover over 325.000€ per year, and/or assets value over 325.000€ per year.

b. Evaluation process (established by IAPMEI, I.P.)

The evaluation of the economic and innovative potential is made based on the degree of innovation, the scalability of the business, the market potential, the capacity of the management team, the potential for creating qualified employment in Portugal and the relevance of the applicant in the team.

The [applications to the StartUp Visa Program](#) are directly submitted to IAPMEI, I.P. and not to the Consular Section of the Embassy of Portugal in New Delhi. Additional information about the StartUp Visa is available here: <https://startupportugal.com/programs/startup-visa/>

Applicants who wish to submit their visa application under the StartUp Visa Program, must have the Statement form issued by IAPMEI, I.P. at the moment of applying for a D2 residence visa and should submit it together with the documents mentioned on this checklist. It should be noted that, although the business project and contract is approved by IAPMEI, I.P., the entrepreneur is not exempted from the legal obligation to comply with the requirements and procedures for the entry and residence in Portugal with the competent authorities.

Can my family members apply for the visa for accompanying family members while I apply for the D2 visa?

Yes. The D2 visa does grant the right to the family member(s) of the D2 visa applicant to apply together with him/her for the visa for accompanying family members (DF). Family members of the D2 applicant do not need an appointment at VFS, although they should submit their applicants at the same time as the D2 applicant and applications shall be assessed together.

What is the standard processing time of a D2 visa application?

The **standard processing time** of a D2 visa application is **60 (thirty) 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.

<u>REQUIRED DOCUMENTS</u>	YES	NO
<p>If not otherwise noted, 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.</p> <p>Please mark on the right column if you submitted the document / form or not</p>		
<p><u>Portuguese visa original application form</u> duly filled in and signed by the applicant.</p> <p>The visa application form is free of charge and can be downloaded from the website: https://vistos.mne.gov.pt/images/formulario_visto_nacional_en.pdf</p> <p>Each applicant shall submit a complete and signed application form individually. Please submit all pages of the application form.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><u>Valid national passport:</u></p> <ul style="list-style-type: none"> • Issued within the last 10 years and with at least 3 months validity after the scheduled return. • Passports with observations regarding the front data page (biographical data) will not be accepted. • Passports must have at least two empty pages to affix visa. • 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. • 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. 	<input type="checkbox"/>	<input type="checkbox"/>
<p><u>Proof of legal residence:</u></p> <ul style="list-style-type: none"> • 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. 	<input type="checkbox"/>	<input type="checkbox"/>
<p><u>2 passport size pictures:</u></p> <ul style="list-style-type: none"> • White background, not older than 6 months (size 35-40 mm in width, not copied or scanned picture). • One picture must be pasted on the application. • One picture has to be clipped on the last page of the passport. Stappled or pinned pictures cannot be accepted. • For more details refer to: https://www.icao.int/Security/mrtd/Downloads/Technical%20Reports/Annex_A-Photograph_Guidelines.pdf 	<input type="checkbox"/>	<input type="checkbox"/>

<p><u>Personal cover letter</u></p> <p>Original letter in which the applicant explains the reasons for applying for a D2 visa and clearly identifies the area(s) and field(s) of work she/he has experience. In case the applicant is submitting his/her application as part of the StartUp Visa program, he/she should mention it on the cover letter.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><u>Proof of financial resources</u> 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 bank statements (stamped and signed by the bank) of the previous three months as well as the ITRs of the previous three years.</p> <p>For the purposes of proof of means of subsistence, 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 term of responsibility signed by either the Portuguese citizen or a foreign citizen legally living in Portugal responsible for the company hiring the qualified worked, 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 : https://vistos.mne.gov.pt/images/termo_responsabilidade_aima_2024_2.pdf</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 authorised to carry on activities in Portugal. <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><u>Travel Insurance (original):</u></p> <ul style="list-style-type: none"> • Please refer to the list of approved Indian travel insurances: https://www.vfsglobal.com/one-pager/portugal/india/english/pdf/TRAVEL-MEDICAL.pdf • Applicants from outside India, should get their travel insurances in their country of residence. • Minimum coverage of 30,000 Euro / 50,000 USD / 50,000 CHF per person. • Coverage of all expenses which might arise in connection with repatriation for medical reasons, urgent medical attention and/or emergency hospital treatment. • The insurance has to cover the entire stay in Portugal. • The document must be original and should have a QR code to be verified, in order to be considered valid. 	<input type="checkbox"/>	<input type="checkbox"/>
<p><u>Police Clearance Certificate issued by the competent authority (is only considered valid up to three months after the date of</u></p>	<input type="checkbox"/>	<input type="checkbox"/>

<p>issuance) of the country of the applicant's nationality or of the country where the applicant has resided for over a year. Please note:</p> <p>a. <u>Applicants from India or Indian nationals:</u> the Police Clearance Certificate (PCC) issued from the nearest Regional Passport Office. This document must be apostilled (Hague Apostille). For further information, kindly check the official information provided by the Indian authorities: https://www.mea.gov.in/apostille-menu.htm</p> <p>b. <u>Applicants from Nepal, Bangladesh, Sri Lanka, Bhutan and the Maldives:</u> the Police Clearance Certificate must be legalised previously by both the correspondent Ministry of Foreign Affairs and the respective embassy in New Delhi (<i>document must be legalised already at the moment of submitting the application</i>).</p>		
<p>Valid working contract signed by both parties (the applicant and the responsible of service provider and/or company), as mentioned below according to the specific case of the applicant:</p> <p>a. <u>For independent professional activity:</u> contract of employment or written service provider proposal for liberal professionals AND (if applicable) declaration issued by the competent authorities certifying the applicant's professional competence and/or expertise for that liberal profession;</p> <p>b. <u>For entrepreneurs:</u> Proof that the investment operations were executed AND proof of financial means available in Portugal, including those obtain through a financial institution/bank in Portugal, AND proof of the intention to invest in Portugal;</p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p>
<p><u>Applications under the StartUp Visa program run by IAPMEI, I.P.:</u> applicants shall submit a valid StartUp Visa Program Statement form issued by IAPMEI, I.P. (the form is valid for 180 days from the date of issue) which certifies the conclusion of an contract with a certified incubator, in accordance with Article 6º of Normative Order n.º 4/2018 of the Minister of Economy of Portugal, of 2 February that regulates the «<i>Startup Visa</i>» Program.</p> <p>The Statement form is a mandatory document for the instruction of a visa or residence permit application in compliance with the provisions of article 61 (1) (c) and article 90 (1) (c) of law 23/2007 of July 4, amended by law 29/2012 of August 9, law 56/2015 of June 23, law 63/2015 of June 30, law 59/2017 of July 31 and law 102/2017 of August 28.</p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>
<p>Additional documents the applicant wants to submit (please note that VFS is not authorized to refuse acceptance of documents the applicant wants to submit but are not mentioned on the checklist):</p>		



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 D2 visa application is **60 (thirty) 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: