



D9 CHECKLIST: RESIDENCE VISA FOR DIGITAL NOMADS

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.: _____		
<p>Please carefully read the following information:</p> <ul style="list-style-type: none">➤ Please submit the documents in the exact order given below.➤ Please do not staple any document.		
<p><u>D9 VISA: What it is?</u></p> <p>The D9 visa is a residence visa aiming at foreign nationals who wish to work remotely from Portugal.</p> <p>As for any residence visa, D9 visa grants two entries in Portugal to the visa holder, being valid for a period of four 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/</p> <p><u>Can my family members apply for the visa for accompanying family members while I apply for the D9 visa?</u></p> <p>Yes. The D9 visa does grant the right to the family member(s) of the D9 visa applicant to apply together with him/her for the visa for accompanying family members. Family members of the D9 applicant do not need an appointment at VFS, although they should submit their applications at the same time as the D9 applicant and the applications shall be assessed together.</p> <p><u>What is the standard processing time of a D9 visa application?</u></p> <p>The standard processing time of a D9 visa application is 60 (sixty) days, which may be prolonged if necessary. Please note that this period starts counting only when the application reaches the Consulate-General of Portugal in Goa (the visa application will need up to two working days to reach the Consulate-General of Portugal in Goa) and that public holidays of the Consulate-General of Portugal in Goa as announced on its website will not count as working days.</p>		
<u>REQUIRED DOCUMENTS</u>	YES	NO
<p>If not otherwise noted, submittal of the original documents is sufficient. Please note that the Consulate-General of Portugal in Goa 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>		

Consulado-Geral de Portugal em Goa
Parwati H. Nos. 38 & 39, Fr. Agnelo Road, Altinho, Pangim, Ilhas, Goa - 403 001 – ÍNDIA
Tel.: 00 91 832 6719255 / 6719256 Fax: 0091 832 2421522
Email: consulado.goa@mne.pt Website www.consuladoporugalgoa.com



➤ The document must be original and should have a QR code to be verified, to be considered valid.		
<u>Transport document/flight reservation:</u>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Flight reservation with the name of the traveller, showing the date of entry in Portugal.		
<u>Police Clearance Certificate issued by the competent authority</u> of the country of the applicant's nationality or of the country where the applicant has resided for over a year. Please note: a. <u>Applicants from India or Indian nationals:</u> the Police Clearance Certificate (PCC) should be issued from the nearest Regional Passport Office. This document must be apostilled (Hague Apostille). The PCC is only considered valid for upto three months from the date of issue and should be presented in original. For further information, kindly check the official information provided by the Indian authorities: https://www.mea.gov.in/apostille-menu.htm	<input type="checkbox"/>	<input type="checkbox"/>
<u>Supporting documents regarding accommodation</u> (proof of private accommodation in Portugal for the period in which the visa will be valid – 120 days)	<input type="checkbox"/>	<input type="checkbox"/>
<u>Birth certificate</u>	<input type="checkbox"/>	<input type="checkbox"/>
SPECIFIC D9 DOCUMENTS		
<u>Proof of employment relationship:</u>		
➤ In case of employer-employee relationship, one of the following documents is mandatory, in original, and duly certified by a public lawyer or notary:	<input type="checkbox"/>	<input type="checkbox"/>
a. Valid working contract, signed by both parties (the employer and the employee); or	<input type="checkbox"/>	<input type="checkbox"/>
b. Declaration by the employer, confirming the employer-employee relationship.	<input type="checkbox"/>	<input type="checkbox"/>
➤ In case of a full-time independent professional, one of the following documents is mandatory, in original, and duly certified by a public lawyer or notary:	<input type="checkbox"/>	<input type="checkbox"/>
a. Valid partnership-contract, signed by both parties; or	<input type="checkbox"/>	<input type="checkbox"/>
b. Valid service agreement; or	<input type="checkbox"/>	<input type="checkbox"/>
c. Document certifying services provided services to one or more entities.	<input type="checkbox"/>	<input type="checkbox"/>
<u>Proof of an average monthly income for the previous three months</u> (prior to the submission of the visa application) that is of, at		

least, equal to four times the minimum monthly wage in Portugal.	<input type="checkbox"/>	<input type="checkbox"/>
Document attesting the fiscal residence of the applicant: This document must be issued by the competent fiscal authorities of the country of residence of the applicant and be duly legalised with the Hague Apostille in case it has been issued by the Indian authorities.	<input type="checkbox"/>	<input type="checkbox"/>
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):		
General remarks of the Consulate-General of Portugal in Goa: <ul style="list-style-type: none"> ➤ Submission of the above-mentioned mandatory documents does not guarantee that a visa is granted. The required documents have to be submitted with the visa application (documents sent through e-mail or post to the Consulate-General of Portugal in Goa are not accepted, unless if required). ➤ The Consulate-General of Portugal in Goa reserves the right to ask for additional documents and/or for a personal interview. The Consulate-General of Portugal in Goa 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. ➤ If the Consular Post requests additional documents or missing documents from the applicant, the examination of the application is suspended until their submission. ➤ Any false statement will result in the refusal of the visa application or the annulment of a visa that has already been granted and may subject me to legal action under Portuguese law. ➤ All communications and notifications regarding the visa application may be sent to the electronic address indicated in field 19 of the visa application form, and shall be considered to have been made, pursuant to and for the purposes of article 113 (5 and 6) of the Code of Administrative Procedure, from the moment the applicant accesses the specific mail sent or in the event of no access to the electronic mailbox, on the fifth working day after it is sent. ➤ Please note that the standard processing time of a D9 visa application is of 60 (sixty) days. This period starts counting only when the application reaches the Consulate-General of Portugal in Goa (the visa application will need up to two working days to reach the Consulate-General of Portugal in Goa) and that public holidays of the Consulate-General of Portugal in Goa as announced on its website will not count as working days. 		



- This period can be prolonged by the Consulate-General of Portugal in Goa if deemed necessary for a personal interview, scrutiny/verification 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 Consulate-General of Portugal in Goa 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 Consulate-General of Portugal in Goa. I am aware that original documents not submitted with a copy will be kept by the Consulate-General of Portugal in Goa.

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: