

## **DOCUMENT REQUIREMENTS SCHENGEN PORTUGAL TRANSIT VISA**

Transit Visas are used for Applicant who are going to transit at Portuguese airports, or seafarers/seamen who need a transit visa in order to be able to enter the ship at the port of Portugal and continue the journey out of the Schengen area.

Documents Required:

1. Fill out the visa application form
2. Complete the following documents
  - a. Original passport. Must be valid for a maximum of six (6) before the passport expires
  - b. 2 Photographs, Colored, with white background, with size 3 x 4 cm
  - c. *Seamen Book*
  - d. Photocopy of the front and back pages of the passport.
  - e. Certificate of Employment from a ship company in Indonesia and abroad
  - f. Photocopy of Employment Contract Letter
  - g. Booked Return Flight Ticket
  - h. Photocopy of valid National ID and Family Registration (KTP and KK)
  - i. Itinerary of ship schedules in and out of the Schengen area
  - j. Schengen Travel insurance

Biometric Exceptions:

- 1) Children below 12 years of age.
- 2) Holders of Indonesian diplomat and service passports who will make a short trip to Portugal
- 3) Applicants for Portugal's national visa application.

Requirements for taking biometric data:

- k. 12 years of age and above
- l. Softlense / Contact Lens must be removed when taking photograph.

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

Applicant's Name:

Passport No.:

Applicant's Date of Birth:

Process Date:

Travel Date:

Contact. No:

Email Id:

Comments (if any):

**Applications submitted by:**

**Sign:**

**VFS Staff Name:**

**Date:**