

This checklist refers to the documentation to be presented at VFS Global Visa Application Centre in Singapore for an application for a national visa for residence in Portugal (intended stay of more than 1 year).

**Residency visas** allow two entries and are valid for a period of 4 months. During that time, the holder of a residency visa is required to request a residency permit with the Immigration and Border Services (SEF).

In addition to the documents listed below, the following general requirements must be observed:

- The applicant is a legal resident of Singapore;
- One separate set of documents is required for each individual applicant;
- Visa applications should be submitted in advance to ensure time for competent authorities to make a decision.
- The deadline to decide on a resident visa application, except in circumstances stipulated by law, is 60 days.
- All documents must be provided in English or Portuguese, unless specifically required.
- Necessary documents being considered admissible as well as the payment of the visa fee for the administrative processing of the visa application does not entail a visa being granted, nor does it entail a refund in case of refusal.

Failure to submit all the necessary documents may lead to the rejection of the visa application. The Embassy of Portugal in Singapore reserves the right to request documents other than those mentioned above whenever deemed convenient. Refusal of the visa application shall not entitle to a reimbursement of the visa fee.

1.	<b>Application form:</b> All fields of the <u>application form</u> are mandatory, unless otherwise stated, and need to be clearly filled out. In the case of children under the age of 18, the form should be signed by both parents or by the legal guardian, who must provide proof of that capacity.	<input type="checkbox"/>
2.	<b>2 Photos (1 glued to the application form):</b> taken less than 6 months ago, original, passport-size, in colour.	<input type="checkbox"/>
3.	<b>Passport (original plus one clear copy):</b> must be valid for at least 7 months after the intended departure from Singapore, signed by the bearer, with at least two blank pages and should not have been issued more than 10 years ago.	<input type="checkbox"/>
4.	<b>Valid travel insurance:</b> allowing medical coverage, including medical emergencies and repatriation, valid for at least the first four months of the stay in Portugal.	<input type="checkbox"/>
5.	<b>Proof of legal residence in Singapore (original plus one clear copy, front and back):</b> NRIC card / Permanent Resident card / Employment Pass / Dependent Pass / Student Pass, valid for at least <b>6 months</b> after the intended departure from Singapore. If the document does not have a validity date on it, a printout of the validity check done less than 15 days before lodging the application must be presented together with the document.	<input type="checkbox"/>
6.	<b>Certificate of Clearance issued by Singapore Police Force (original plus one clear copy) with the Hague Apostille issued by the Singapore Academy of Law.</b> Certified copies will not be accepted instead of the original. If the applicant has lived for less than one year in Singapore, the criminal record from the country of origin or the country where the applicant has resided for over a year must also be presented. Minors under the age of 16 are exempt from producing any criminal record.	<input type="checkbox"/>
7.	<b>Copy of the</b> return transport ticket.	<input type="checkbox"/>
8.	<b>Proof of means of subsistence:</b> Proof of average monthly income for the last three months with a minimum value equivalent to four monthly minimum guaranty remuneration or presentation of a term of responsibility, signed by a Portuguese citizen or a foreign citizen with a residence permit in Portugal,	<input type="checkbox"/>

	which guarantees food and accommodation for the visa applicant, as well as the replacement of removal costs, in case of irregular stay. The signatory of the Statement of Responsibility must have the financial capacity equal to three times the value of the monthly minimum remuneration.	
9.	<b>Specific documentation</b> <ul style="list-style-type: none"><li>- Declaration with indication of the conditions for the estimated stay.</li><li>- Proof of presentation of a declaration of expression of interest for enrolment in the IEPF, submitted online.</li></ul>	<input type="checkbox"/>