



REPÚBLICA
PORTUGUESA

EMBASSY OF PORTUGAL
IN SINGAPORE

SCHENGEN VISA APPLICATION

WORLD YOUTH DAY



This checklist refers to the documentation to be presented at VFS Global Visa Application Centre in Singapore for a standard Schengen visa application (business/tourism/private visit, etc.). In addition to the documents listed below, the following general requirements must be observed:

- Portugal is the main destination of the applicant's trip;
- The applicant is a legal resident of Singapore
- One separate set of documents is required for each individual applicant;
- The application cannot be lodged more than 6 months or less than 15 days before the intended date of travel;
- Decisions on visa applications should be taken within 15 calendar days from the date the application has been considered admissible.
- All documents must be provided in English or Portuguese.
- 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.

1.	Application form: All fields of the application form 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.	
2.	One photo: taken less than 6 months ago, original, passport-size, in colour and glued to the application form.	
3.	Original passport: must be valid for a minimum of 3 months beyond the intended date of departure from the territory of the Member States, signed by the bearer, with at least two blank pages and should not have been issued more than 10 years ago.	
4.	Copies of the passport's personal identification page and visas from the past 3 years.	
5.	Proof of legal residence in Singapore: Permanent Resident card / Employment Pass / Dependent Pass / Student Pass (original plus one clear copy, front and back) <u>valid for more than 3 months beyond the intended date of departure</u> from the territory of the Member States. 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.	
6.	Flight reservations, including return: must clearly show the entire flight itinerary from and back to Singapore, with all transit stops, and cover the whole duration of the intended stay.	
7.	Medical Travel Insurance/Health Insurance*: The insurance should be valid for the entire territory of Member-States and cover the entire duration of stay or transit of the visa applicant. The insurance must cover medical expenses including those of medical repatriation, medical emergency and/or hospital emergency, with a minimum coverage of 30,000 Euro, and clearly identify the visa applicant. Holders of diplomatic passports are exempted from Medical Travel Insurance and Health Insurance	
9.	Proof of accommodation for the entire trip, if not included in the registration package: Proof of accommodation with full address (name, street, city, postal code, contact information) during intended stay: hotel reservation, rental contract or proof of residential property Hotel reservation(s); If staying with family/friends: " Termo de Responsabilidade " in the official format confirming that accommodation is provided, signed by the host and certified by public notary in Portugal, together with a copy of the host's EU passport or residence card.	
10.	Proof of participation in the World Youth Day: In the official format, obtained upon registration.	
11.	Additional requirements for minors: Copy of the applicant's birth certificate / proof of adoption / custody decree (Portuguese or English);	

	<p>Copy of the passport of both parents or legal guardian;</p>	
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When minors are not travelling with both parents, or are travelling with a third person, a written consent of one or both parents respectively (legalized by a Portuguese notary/Portuguese Embassy), or a court order, is required.

(additional documents may be requested in cases deemed necessary)