

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.

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.	<input type="checkbox"/>
2.	2 Photos (1 glued to the application form): taken less than 6 months ago, original, passport-size, in colour.	<input type="checkbox"/>
3.	Original passport: must be valid for a minimum of 3 months beyond the validity of the residence visa (4 months), 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.	Valid travel insurance: 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.	Proof of legal residence in Singapore: Permanent Resident card / Employment Pass / Dependent Pass / Student Pass (original plus one clear copy, front and back) valid beyond the duration of the residence visa (4 months). 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.	Request for criminal record enquiry by the Immigration and Border Services (SEF): The request in the official format must be completed with all personal information and signed by the applicant. (minors under 16 years of age are exempt from producing any criminal record related document)	<input type="checkbox"/>

7.	<p>Certificate of Clearance issued by Singapore Police Force: must be legalized by the Ministry of Foreign Affairs of the Republic of Singapore. If the applicant has lived for less than one year in Singapore, he/she must also present the criminal record from the country of origin or the country where the applicant has resided for over a year.</p> <p>(minors under 16 years of age are exempt from producing any criminal record related document)</p>	<input type="checkbox"/>
8.	<p>Proof of means of subsistence as stipulated by law;</p> <p>Bank account statements from a bank in Portugal / proof that the applicant can access his/her funds in Portugal.</p>	<input type="checkbox"/>
<p>Specific documentation:</p>		
9.	<p>For religious purposes: Certificate from the church or congregation they belong to, as long as such church or congregation is recognized by the Portuguese legal system.</p> <p>For retirement purposes: Document certifying retirement amount (eg.: CPF statements with monthly payouts).</p> <p>For people living out from personal revenue: Document certifying revenue from movable and immovable property; intellectual or financial assets.</p>	<input type="checkbox"/>