



Embassy of Portugal
Consular Section
Washington

VISA INFORMATION FOR SCHENGEN STATES

For Transit and Short Stay Visas (1 to 90 days)

- a) The countries of the Schengen Agreement using the following regulations are:
Austria, Belgium, Czeck Republic, Denmark, Estonia, Finland, France, Germany, Greece, Iceland, Hungary, Latvia, Lithuania, Italy, Luxembourg, Malta, The Netherlands, Norway, Poland, Portugal, Slovak, Slovenia, Spain, Sweden and Switzerland.

A Schengen visa (or uniform visa) issued by the Embassy or Consulate of any of the above countries allows the holder to travel in all of these countries.

As the processing of your application visa may take up to 1 month, it is essential to apply in sufficient time.

b) **WHERE TO APPLY**

- 1) If you intend to visit only one Schengen country, you need to apply at the Embassy or Consulate of that particular country.
- 2) If you intend to visit several Schengen countries, you must apply at the Embassy or Consulate of the country which is your main destination.
- 3) If you intend to visit several Schengen countries but do not have a main destination, you should apply at the Consulate which is your first point of entry.
- 4) Applications should be filed in person at the Embassy or Consulate in whose jurisdiction you reside. ***If you cannot apply in person, you must contact the appropriate Embassy or Consulate for further instructions.***

b) **WHAT TO SUBMIT**

- 1) ***Visa application form***, completely and legible filled, signed by the applicant, and with a passport-size color photo glued on the space provided. ***If the applicant cannot appear in person (if residing more than 2 hours away by car), the signature on the visa form must be notarized by an American Notary Public. Please indicate a daytime phone number.***
- 2) ***Passport or travel document***, which must be valid for at least three months after the expiration of the visa for which you are applying. The passport or travel document must be recognized by all parties of the Schengen Agreement.
- 3) ***Proof establishing the purpose of trip***: please present the ***original*** of either a letter of invitation, official invitation, company letter (for business travelers), or proof of participation in group travel.
- 4) Proof that you can and will continue your trip after your visit to the Schengen countries. ***A confirmed flight reservation and itinerary*** should be submitted with the visa application. After the visa is approved you will need to show an

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original airline ticket.

- 5) **Travel health/accident insurance**, covering accident/medical/hospital expenses, and repatriation costs, if necessary.
- 6) **Proof of sufficient funds** (bank statements, traveler checks, letter of employment, international credit card, etc...)
- 7) **Proof of accommodations**, i.e., hotel reservation or, if staying with family or friends, an **official letter of invitation** signed by your host must be submitted. The host's signature must be **notarized** by the local authorities of the relevant Schengen country.

If the host is a citizen of Portugal or of another European Union country, he/she/ must include copy of identification Card or national passport; if a legal resident of Portugal or of another E.U. country, proof of legal residency must also be submitted.

Applicants married to/or children of Portuguese or E.U. citizens must also submit copy of spouse's or parent's passport or national ID card.

- 8) **Proof of U.S. residency permit: original** of alien residency card, or valid U.S. visa with original form I-94 and/or I-20, I-AP 66, or I-512, if applicable. Visas and permits to re-enter the U.S. must be valid for 3 months beyond date of expiration of the Schengen visa. **Schengen visas cannot be issued to holders of tourist B1/B2 visas.**
If applying for **transit visa**, a ticket showing destination to the final country must be presented.
- 9) If the applicant is a minor, **written consent of the parent or guardian** having custody of the child. The signatures on this document must be notarized.
- 10) Visa fees vary depending on the type of visa, duration of stay, and the exchange rate. Visa fees are payable in cash or money order only.
- 11) **Stamped, self-addressed envelope** (certified or express mail, FEDEX, UPS etc.) if the passport is to be mailed to you once the visa is ready.

PLEASE NOTE

- **Tickets should not be purchased before all above requirements are fulfilled. The Embassies or Consulates of the Schengen countries are not responsible for any loss or penalties that might be incurred.**
- **Visas can only be processed once all required documents are received.**
- **In individual cases, more documents may be required by the Embassies or Consulates of the Schengen States.**



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VISA FEES AND MAILING INSTRUCTIONS

- VISA FEES ARE PAYABLE UPON PRESENTATION OF APPLICATION **AND ARE NOT REFUNDABLE, EVEN IF VISA IS DENIED OR APPLICANT WITHDRAWS THE VISA REQUEST.**
- FEES ARE PAYABLE BY CERTIFIED CHECK, MONEY ORDER OR CASH. **PERSONAL CHECKS ARE NOT ACCEPTED.**

TYPE OF VISA	VISA FEE
AIRPORT (<i>AIRLINE TRANSFER ONLY, HOLDER CANNOT LEAVE INTERNATIONAL AREA OF AIRPORT</i>)	US\$ 89.35
TRANSIT (<i>5 DAYS MAXIMUM STAY, WHEN TRANSITING TO ANOTHER COUNTRY OUTSIDE SCHENGEN SPACE</i>)	US\$ 89.35
SHORT STAY - UP TO 90 DAYS 1, 2, MULTIPLE ENTRIES	US\$ 89.35

CITIZINS OF THE FOLLOWING COUNTRIES:

ALBANIA, BOSNIA-HERZEGOVINA, FORMER YUGOSLAV REPUBLIC OF MACEDONIA, SERBIA AND MONTENEGRO, MOLDOVA, UKRAINE AND RUSSIA.

VISA FEE ----- **USD\$52.15**

*** VISA IS FREE OF CHARGE FOR CHILDREN UNDER 6 YEARS OLD**

*** PLEASE NOTE THAT THE VISA FEE MAY CHANGE DUE TO THE EURO EXCHANGE RATE**

MAILING INSTRUCTIONS (FOR THOSE APPLYING BY MAIL)

- VISAS MAY BE MAILED TO APPLICANT BY CERTIFIED MAIL, EXPRESS MAIL, FEDEX OR UPS (NO OTHER FORMS OF MAILING WILL BE ACCEPTED). PLEASE INCLUDE THE PROPER ENVELOPE, SELF-ADDRESSED, OR WITH COMPLETED PREPAID INVOICE OR WITH AN ACCOUNT NUMBER.
- THE CONSULATE IS NOT RESPONSIBLE FOR ITEMS LOST IN TRANSIT. PLEASE KEEP TRACKING NUMBER FROM YOUR MAILING INVOICE.