EMBAJADA DE ESPAÑA
ISLAMABAD
PAKISTÁN

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RESIDENCE and WORK VISA for TRANSNATIONAL WORKERS WHO HAVE BEEN ALREADY GRANTED (in Spain) THE RELEVANT TEMPORARY RESIDENCE and WORK PERMIT.

Visa fee (non refundable) in Pakistani Rupees are equivalent to 60 € (to be paid at TCS-Visatronix)

Please note: Applications are to be submitted within one-month time from the following day the employer was notified the granting of the Initial Temporary Residence and Work Permit in Spain.

Required Documents:

1. Completed visa application form, duly filled in and signed by the applicant. All questions have to be answered; otherwise the application will not be accepted.
2. 2 recent colour passport-size photos with white background (gents with uncovered head) glued (not stapled) on the visa application form.
3. Original and photocopy of ALL PAGES of passport or official travel document (non-Pakistani applicants have to have a residence permit issued in the current valid passport).
   All passports should be valid for at least 4 months (1 year recommended).
4. For applicants 18 and above: **Police Character Certificate** issued by each country in which you have had you residence during the last 5 years, duly legalised. Only certificates that have been issued within the 6 months previous to the submission of the visa application are admissible.
   In Pakistan, this certificate is issued by the National Police Bureau, Islamabad.
5. Medical CERTIFICATE stating you are ***not suffering any of the diseases that may have serious public health impact according to the provisions set forth by International Health Regulations 2005***.
6. Photocopy of the contract related to the Temporary Residence and Work Permit for Transnational workers that has been granted, stamped by the relevant Alien's Office (*Oficina de Extranjeros*) in Spain.
7. Photocopy of the administrative resolution granting the Temporary Residence and Work Permit for Transnational workers. As stated above, this document is valid for one-month time from the date of notification by the Spanish authorities to the employer and hence must be submitted within that period.

IMPORTANT NOTES:

Once the visa form has been filled in and signed, and the complete set of documents (listed in page 1) is ready for submission, 1 additional set of photocopies (very clear) of the complete file (both form and documents) need to be submitted together with the original.

Please, note that during the examination of a visa application, some additional documents may be requested in order to determine that all requirements to obtain the visa are met.

This Embassy may require a Verification Fee of RS 27.000 in case of submission of local documents. Applications with false or untrue documents will be refused.

In some cases, a personal interview with the applicant may also be requested.

A **Spanish translation** of all submitted documents is required in accordance to the provisions of Article 15 of the Act 39/2015, 1st October, that regulates Spanish Common Administrative Procedures of Public Administration. Translation from English into Spanish is to be done by an authorised Sworn Translator (*Traductor Jurado autorizado*).
Please find the list of authorised Sworn Translators at:
http://www.exteriores.gob.es/Portal/es/ServiciosAlCiudadano/Documents/2%20de%20junio%20de%202016.pdf

All non-Spanish public documents need to be previously **duly legalised**.
For Pakistani public documents legalisation by the Embassy of Spain in Islamabad is requested.
For third country's public documents please consult the relevant authorities.

For information about legalisations please visit:

http://www.exteriores.gob.es/Embajadas/ISLAMABAD/es/InformacionParaExtranjeros/Paginas/Legalizaciones.aspx

Please, note that compliance of the above-mentioned conditions does not automatically guarantee the visa issuance.

IMPORTANT WARNINGS:

APPLICANTS ARE WARNED TO REFRAIN FROM MAKING ANY SORT OF PAYMENT TO THE PERSON CONDUCTING THE VERIFICATION OF DOCUMENTS. THE VERIFICATION OFFICER SHOULD BE ASKED TO PRESENT HIS/HER NATIONAL IDENTITY CARD AND BUSINESS CARD OF THE FIRM BEFORE ALLOWING HIM TO PROCEED WITH THE ENQUIRY OF THE CASE.

APPLICANTS MUST IMMEDIATELY REPORT ANY IRREGULARITIES DETECTED DURING THE VERIFICATION PROCESS.

For SUBMISSION:

As soon as you have all the documents ready for submission, please contact TCS-Visatronix office for submission of the Visa Application (currently no appointment needed):

www.visatronix.com
UAN 111 123 456
ISLAMABAD: 051-2607120-24
LAHORE: 042-755027
KARACHI: 021-34391551/54