



# SPAIN - CHECKLIST FOR SCHENGEN VISA

## EMBASSY OF SPAIN IN IRAQ

List of required documents		
1	Completely filled and signed application form	
2	Passport with minimum 2 blank pages preferably continuous valid for at least 3 months beyond the stay in Spain.	
3	Copy of the passport bio data pages including previous visas.	
4	Cover letter with a detailed description of the purpose of the trip.	
5	One passport size photograph (white background. Avoid white or bright clothes)	
6	Proof of compliant travel medical insurance covering the period of stay with a value of at least 30,000 Euro. (Please refer to the list of accredited companies below)	
7	Proof of sufficient financial means. Bank statement + certificate from a bank in Iraq showing movements of the applicant's account for the last three months, signed and sealed by the bank	
8	Work certificate including position, salary and date of starting the post and proof of registered business, if applicable (trade license and profession license) or academic certificate students	
9	Reservation of hotel/other accommodation in Spain	
10	Flight reservation. Only when the visa is granted a non-refundable ticket/e-ticket will be requested as per the Schengen regulations	
11	Copy of the valid Residence Permit for non-Iraqi citizens	
If the applicant is invited / sponsored		
1	<b>IN THE CASE OF A PRIVATE REFEREE</b> Official invitation issued by the Police Authorities of the place of residence in Spain. Original and copy of the invitation should be submitted to the Consulate. Copy of passport and the DNI or residence card of the person. living in Spain	
2	<b>IN THE CASE OF A COMPANY REFEREE</b> Original letter of invitation from a Spanish company duly signed and sealed, showing the name and position of the signatory.	
3	<b>IN THE CASE OF MEDICAL APPOINTMENT</b> Fixed appointment from a Spanish doctor or hospital, with the slip of the advanced payment of the medical treatment. Also medical reports from a Iraqi doctor or hospital.	
Notes		
1	Applicants may be called for interviews to assert purpose of travel and other relevant information. Applicants may be asked to present any other document that the Embassy might deem appropriate. <b>Applicants will submit originals and one set of copies, as well as the translation of Arabic/Kurdish documents (including the bank statement)</b>	
2	<b>APPEALS:</b> According to Schengen regulations, refused applicants may appeal the decision after signing the rejection notice. If no answer is received within 15 days, the application is considered to be refused. A second appeal may be lodged before the Spanish courts.	

### INSURANCE COMPANIES ADMISSIBLE BY THE EMBASSY OF SPAIN IN IRAQ

SN	Company Name
1	Reise-Schutz VerSicherungs AG (The Economy Company for General International Insurance )
2	Safe Stay (UR International Insurance Company)
3	Union International Insurance Co. (Iraq- Baghdad- Arasat Street- Sec 929, ST 25, H25/1 Mobile: 07904667330
4	Fidelity Assurance & Reinsurance CO S.A.L.
5	

**PROCEDURE**

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| <b>A.</b> | Please contact with the Consular Section of this Embassy for appointment. 00964 771 419 0436<br>10:00 am to 02:00 pm (Sunday-Thursday) except on public or Embassy holidays                           |
| <b>B.</b> | Submit in person documents in the Consular Section ( - 12 years exempted)<br>Fees of visa :<br>For adult : 85 USD<br>For child from 6 years until 11 years : 50 USD<br>For child under 6 years : Free |
| <b>C.</b> | Apply in person. Your application will be checked and your finger prints as well as your digital photograph will be taken.  |
| <b>D.</b> | Two weeks after submission, the applicants may inquire about the status of their visa   |

Embassy of Spain in Baghdad, [emb.bagdad@maec.es](mailto:emb.bagdad@maec.es) , Consular Section 00964 771 419 0436  
Hay al Mansour, Dist. 609 , Street 3, House 55 and 57, Baghdad, Iraq