

EMBASSY OF SPAIN IN HANOI

DOCUMENTS REQUIRED FOR A VISA APPLICATION FOR SEAMEN

1. **Schengen visa application form**, attached with a passport-type photo
2. **Passport** valid for at least 3 months after your departure from the Schengen area or, in case of a multiple entry visa, after the last scheduled departure. It must contain at least 2 blank pages and have not been issued for more than 10 years. An A4 photocopy of all passport pages containing information (visas, stamps, etc.) must be provided.
3. **If the applicant is not a Vietnamese citizen**, he/she must provide documentation proving his/her residence in Vietnam (temporary or permanent residence card)
4. **Letter of self-introduction about the visa applicant**: a suggested outline for the preparation of such letter of self-introduction can be found by clicking [here](#).
5. **Proof of travel history**:
 - a. Previous passport/s (original + photocopy)
 - b. **In case of having been refused with a visa by any of the member countries of the Schengen area during the last 5 years: resolution (or resolutions) of visa refusal**, accompanied by a brief **explanation** of the reason for the visa application(s) at that time and the **supporting documentation** (if applicable)
6. **Proof of the purpose of the trip: Letter of Invitation** of the Maritime Agent in Spain, stating clearly that the said agent commits itself to take the following actions:
 - To pick up the seafarer at the airport and transport him/her on board,
 - To be responsible of the said seafarer during his/her transit through Spanish territory till his/her boarding onto the ship and, in the event of impossibility of boarding for any unforeseen circumstances, to ensure that the seafarer be taken back home, with the agent bearing all the expenses that might arise, including medical costs,
 - To notify to the Embassy of Spain in Hanoi of the effective exit of the ship of the Spanish port with the said seafarer onboard.
7. **Documents regarding the vessel**:
 - a. Certificate of ownership of the vessel
 - b. Certificate of the capacity of management of the vessel's manager
 - c. Service contract between the vessel's manager and the shipping agent in Vietnam
8. **Documents proving the condition of being a seaman**:
 - d. Seaman's book
 - e. Seaman contract
 - f. Bank statement of the salary receiving account for the last 3 months. Bank

statements printed online are not accepted.

- g. Letter of appointment of the shipping agent in Vietnam sending the seaman abroad, stating the applicant's full name, date of birth, passport's details, dates of embark and the position assigned to the applicant once on the ship; telephone and fax number of the shipping agent in Vietnam; name and nationality of the ship.
- h. Operations' license of the Vietnamese shipping agent.
- i. If the ship's flag is Spanish, the applicant must apply for a national working visa (kindly refer to the information on visa for temporary residence and work)

9. Proof of availability of sufficient financial means for the entire stay in the Schengen territory: 10% of SMI (minimum interprofession salary) multiplied by the number of days that the visa applicant intends to stay and by the number of people traveling at the expense of the visa applicant. In any case, a minimum amount of a **90%** of SMI per person must be accredited, regardless of the planned length of stay. **For exact information on the quantity established for each year's SMI, you are kindly requested to visit the following website: <https://www.exteriores.gob.es/DocumentosAuxiliaresSC/Vietnam/HANOI%20%28E%29/SMI.pdf>**

10. **Documents** enabling the evaluation of the intention to leave the territory of the Member States:

- a. **Proof of financial roots:**
 - Savings book(s)
 - proof of ownership of real estate (if applicable)
- b. **Proof of social/family roots:** Marriage and birth certificate of the children (if applicable)

11. Air-ticket booking

PLEASE CLICK [THIS LINK](#) FOR DETAILED INFORMATION ON SCHENGEN VISAS

(download of visa application form, fees, procedures, etc).