



## TOURISM/PRIVATE VISIT

*These documents should be submitted alongside each Schengen visa application for tourist purposes. Please note that the Embassy may request additional information.*

### Basic documents

- Schengen visa application form completed dated and signed. If the applicant is a minor, both parents must attend the appointment and sign the application, unless the object of the trip is visiting one parent who lives in Spain (in that case, documents that prove it)
- Passport of the applicant with at least 2 consecutive blank pages, valid for at least 3 months after the duration of the trip and issued in the last ten (10) years.
- Photocopy of the biometric page of current passport.
- A recent ID passport-sized photograph of the applicant (35-45 mm), on a white background, full front, on which the applicant must be bareheaded, without dark glasses or any other item that may hinder identification. Veils or head coverings on religious reasons are permitted, as long as all facial features are clearly shown in the photograph. Photographs of minors must not show any part of the adult holding them.
- Irish residence permit (IRP card) from 16 years old or re-entry (when applicable for minors) valid for at least three months after the duration of the trip.
- Photocopy of current IRP
- Photocopy of previous Schengen visas.

### Current Situation in Ireland

- Employees: work permit *or* letter from employer *or* photocopy of work contract and most recent payslip. And if applicable, employment summary from Revenue.
- Self-employed: a recent business print out available from the Companies Registration Office (CRO). And tax clearance certificate (Revenue)
- Students: recent letter from your university/college/school confirming the attendance/status, number of hours of tuition per week and duration of the course. If working in Ireland: letter from employer *or* copy of work contract and most recent payslip. If the trip is sponsored by a family member, proof of the relationship (such as birth certificate), sponsor's passport photocopy, bank statements of last 3 months certified by the bank, which clearly state periodic income (salary, transfer, yields...) and sponsor's dated and signed letter stating that they will cover all expenses associated with the trip (preferably notarized). Bank statements from third countries must be in English, or accompanied by an English translation certified by an Irish translator ([www.translatorsassociation.ie](http://www.translatorsassociation.ie))
- Pensioners: pension booklet.
- Dependent relatives: Evidence of family relationship (marriage or birth certificate original and copy) and proof of relative's occupation and sufficient funds.

### Financial guarantees

- Up-to-date original bank statements for the previous 3 months, certified by the bank, which clearly state periodic income (salary, transfer, yields...). The applicant may also submit credit card statements for the previous 3 months. Sufficient funds are considered no less than 1.020€ per person up to 9 days.
- If the trip is sponsored by a family member, proof of the relationship (such as birth certificate), sponsor's passport photocopy, bank statements of last 3 months certified by the bank, which clearly state periodic income (salary, transfer, yields...) and sponsor's dated and signed letter stating that they will cover all expenses associated with the trip (preferably notarized). Bank statements from third countries must be in English, or accompanied by an English translation certified by an Irish translator ([www.translatorsassociation.ie](http://www.translatorsassociation.ie))

### Trip, accommodation and insurance

- Flight bookings. If travelling by car, driving license, ownership documents of the vehicle, insurance and ferry tickets.
- Accommodation booking for the duration of the stay. If visiting family or friends in Spain, original invitation letter "Carta de invitación" from the resident in Spain issued by the Spanish National Police.
- Proof of overseas travel insurance with a minimum coverage of €30,000 to cover any expense that might arise in connection with repatriation for medical reasons, urgent medical attention and/or emergency hospital treatment. The insurance must be valid throughout the territory of the Schengen States at least during the entire period of stay. If the application is for a multiple entry visa, the medical insurance must be valid for the first planned entry.

### Minor applicants (under 18 years of age)

- Birth certificate (original and a photocopy), photocopy of both parent's passports and parent's current Schengen visas if any.
- Evidence of residence in Ireland: GP or letter from school and IRP (From 16 years of age)
- Evidence of current occupation of parents in Ireland and last 3 months bank statement.
- If just one parent will accompany the minor during his trip to Spain, a no objection affidavit by the other parent. In case of sole custody, official document proving so.
- If the minor will travel unaccompanied by any of their parents, a no objection affidavit from both parents.