

**PORtugal VISITOR VISA**

Documents	Particulars
<b>Passports</b>	<ul style="list-style-type: none"> <li>* Original Passport with atleast 6 months validity and atleast 2 blank pages.</li> <li>* Original old passport booklets if any</li> </ul>
<b>Photographs</b>	<ul style="list-style-type: none"> <li>*3 photographs each</li> <li>* White background; Glossy finish; 80% face coverage with a little shoulder to be seen; Eyes and face to be clearly visible; Dimensions: 45mm x 35mm</li> </ul>
<b>Covering Letter</b>	<ul style="list-style-type: none"> <li>* A covering letter per individual / family/ company addressed to The Visa officer,Embassy of Portugal</li> <li>* The Covering Letter should brief the profile of the applicants and the purpose of travel with travel dates</li> <li>* Covering Letter can be on a plain paper for individuals and on the company letterhead for officials / sponsored applicants</li> </ul>
<b>Bank Statements</b>	<ul style="list-style-type: none"> <li>* Original last 1 year personal and company's bank statements with the seal and signature from the bank</li> <li>* Bank statements should be of relevant and active accounts which shows the proof of funds and income</li> <li>* Bank statements should be of a closing date closer to the date of visa application (A4 size preferred)</li> </ul>
<b>IT Returns</b>	<ul style="list-style-type: none"> <li>* Latest 3 years Income Tax Acknowledgement / ITR-V (Saral) of individuals and the company</li> </ul>
<b>Itinerary / Air tickets</b>	<ul style="list-style-type: none"> <li>* Return airtickets with all internal flight / train tickets if any</li> </ul>
<b>Purpose of Travel / Accommodation</b>	<ul style="list-style-type: none"> <li>* If visiting Friend Invitation letter from the host in Portugal mentioning names of all invitees, duration of stay, purpose of stay, relationship along with copy of Portuguese/Indian passport, residence permit</li> <li>* Sponsorship letter (Termo de Responsabilidade)</li> <li>* Host's passport copy and valid residence permit copy.</li> <li>* Residence/Rent contract copy (should be valid) and Rent receipts for the last three (03) months</li> <li>* Salary Slips for the last three (03) months and IRS (Income Tax Returns) for the last three (03) years of sponsor</li> <li>* Bank Account statement for the last 6 Months of the Sponsor</li> <li>* Documents showing relationship of the host and applicant along with passport copies and/or Residence permit for the hosts.</li> </ul>
<b>Supporting Credentials</b>	<ul style="list-style-type: none"> <li>*PAN Card copy</li> <li><b>Businessmen:</b> <ul style="list-style-type: none"> <li>* Propreitership certificate / Certificate of Registration / Memorandum of Association, Articles of Association / PartnershipDeed</li> <li>* NOC from other partners or Directors incase of partnership</li> </ul> </li> <li><b>Employees:</b> <ul style="list-style-type: none"> <li>* Leave sanction letter from the company (from the Government body incase of Government employees / public servants)</li> <li>* Last 3 months Salary Statements (only for Private firms)</li> <li>* Company ID card (optional)</li> <li>* Retirement Certificate or Letter / Copy of Pension Book (for retired employees)</li> <li>* Pension statements for the last three months;</li> </ul> </li> <li><b>Students:</b> <ul style="list-style-type: none"> <li>Leave sanction letter from the educational institution (for travel during working days)</li> <li>Bonafide Certificate from the educational institution (for travel during vacations)</li> <li>* School/ College ID card (optional)</li> </ul> </li> <li><b>Newly Wed / Honeymooners (if the spouse's name is not endorsed in their passports):</b> <ul style="list-style-type: none"> <li>* Marriage Certificate (Original)</li> <li>* Wedding Invitation card / Photographs (incase the marriage certificate is not ready)</li> </ul> </li> <li><b>Children travelling and unaccompanied by both the parents / either parent</b> <ul style="list-style-type: none"> <li>* A notary attested NOC on a stamp paper from both / either of the parent respectively if both/either of them unaccompany</li> <li>* Passport copies / copy of both / either of the parents</li> <li>*In case parents don't have passports , birth certificate of the applicant and copies of the ID cards of the parents.</li> </ul> </li> <li><b>Travellers unaccompanied by spouses/partners</b> <ul style="list-style-type: none"> <li>* A notary attested NOC on a stamp paper from the unaccompaied spouse</li> <li>* Passport copy of the unaccompanied spouse. If not a passport holder, any Govt ID Proof mentioning spouse name can be submitted.</li> </ul> </li> <li><b>Additional supporting documents if available</b> <ul style="list-style-type: none"> <li>* FD Receipts from banks</li> <li>* Public shares / debuntures certificate</li> <li>* Asset evaluation report from a CA</li> </ul> </li> </ul>
<b>Travel Insurance</b>	<ul style="list-style-type: none"> <li>* Valid Travel Insurance from the Embassy approved companies which covers the days of travel with minimum coverage of EUR 30,000</li> </ul>
<b>Disclaimers</b>	<ul style="list-style-type: none"> <li>* The above list of documents are the standard requirements for the visa application. The Embassy / Consulate/ High Commission/ Application Centres hold the rights to demand further documents for verification.</li> <li>* BPVS offers Visa Facilitation services to our customers against a Service Fee</li> <li>* BPVS at no stage guarantees the outcome of any visa application. The decisions on the Visa applications would be at the sole discretion of the respective Embassy/ Consulate / High Commission</li> </ul>

Information Updated on 05.06.2024