



## The Portuguese Republic

No.4, Panchsheel Marg, Chanakyapuri, New Delhi, Delhi 110021

Contact: 011 4607 1001

### Visa Note & Fees

#### Tourist

- ✓ One application form to be filled in completely and signed by the applicant.
- ✓ Applicants are requested to visit <http://www.secomunidades.pt/vistos/index.php/formulariosto> to fill out and submit their visa applications online before presenting a signed copy of the same.
- ✓ Two recent passport size colored photographs (3.5 cm x 4.5 cm) with white background, close up of your head and top of your shoulders so that your face takes up 70 -80% of the photograph, photographs taken with a digital camera must be high quality color and printed on photo-quality paper. Photograph should not be more than 6 months old. It should be glued to the form and not stapled.
- ✓ Original Passport valid for at least three months longer than the intended stay along with photocopies of the relevant pages (front, back and visas, if any). It is mandatory to have two blank pages opposite to each other. Passports valid for more than 10 years will not be accepted as the main required travel document.
- ✓ Confirmed onward/ return air ticket.
- ✓ Health Insurance valid for all Schengen countries, covering risks e.g. accident, illness, medical emergency, evacuation and repatriation. The minimum coverage is ? 30.000,00 (thirty thousand euros) or its equivalent. Approved list of Indian Travel Insurance Companies providing Travel Medical Insurance for Schengen Visa:
  1. Apollo Munich Health Insurance Company for the age group of 6 months to 70 years.
  2. Bajaj Allianz General Insurance Company for the age group of 6 months to 70 years.
  3. Cholamandalam MS General Insurance Company for the age group of 0 month to 70 years.

4. Future Generali India insurance Company for the age group of 6 months to 70 years.
  5. HDFC ERGO General Insurance Company for the age group of 3 months to 70 years.
  6. ICICI Lombard General Insurance Company for age group of 3 months - 85 years (Policies for schengen Countries).
  7. IFFCO - Tokio General Insurance Company for the age group of 3 months to 70 years.
  8. National Insurance Company for the age group of 6 months to 60 years (Schengen Plan 61 to 80 years).
  9. Reliance General Insurance Company for the age group of 3 months to 70 years.
  10. Royal Sundaram Alliance Insurance Company for the age group of 3 months to 70 years.
  11. Star Health & Allied Insurance Company for the age group of 6 months to 70 years.
  12. Tata AIG General Insurance Company for the age group of 6 months to 55 years (Silver Schengen Plan 56 to 70 years and Senior Schengen Plan 71 to 79 years).
  13. The New India Assurance Company for the age group of 0 month to 60 years.
  14. The Oriental Insurance Company for the age group of 6 months to 60 years.
  15. United India Insurance Company for the age group of 0 month to 65 years.
  16. Universal Sompo General Insurance Company for the age group of 0 month to 70 years.
- ✓ Proof of accommodation (confirmation of reservation of hotel / apartment).
  - ✓ Minors below 18 years travelling alone must submit the written consent of their parents or legal guardian not travelling.
  - ✓ Foreign nationals residing in India must submit valid permit to return to India.
  - ✓ Proof of sufficient funds to cover expenses while in Portugal is required. They can be:

- Bank statements for the last 3 months.
- Income Tax Returns for the last 3 years.
- Copy of Applicant's Pan Card.
- Salary Slips (if employed).
- Sponsorship Letter from host ('Termo de Responsabilidade') undertaking responsibilities for the boarding, lodging and repatriation, if required.

Proof of occupation

Covering letter explaining the purpose of the visit with complete and full.

Children below 6 years of age are exempted to pay the visa fee on the date of submission.

No application will be accepted if it does not meet the timelines as mentioned below:-

- 05 working days in advance for applicants that have already traveled to Schengen in the past (no matter when) or that have a valid USA and/or UK visa.
- 10 working days for applicants those have never traveled to Schengen/USA/UK.

The timelines starts only when the application reaches the Embassy not when it's received by VFS.

<b>Visa Category</b>	<b>Visa Fee</b>
Children under 6 yrs (Gratis)	Rs. 0
Children between 06 - 11 years	Rs. 3081
Visa Fee is	Rs. 5281

**Important :** The visa fee mentioned above excludes Kibria's service charge for visa processing.

## Business

- ✓ One application form to be filled in completely and signed by the applicant.
- ✓ Applicants are requested to visit <http://www.secomunidades.pt/vistos/index.php/formulariosto> to fill out and submit their visa applications online before presenting a signed copy of the same.
- ✓ Two recent passport size colored photographs (3.5 cm x 4.5 cm) with white background, close up of your head and top of your shoulders so that your face takes up 70 -80% of the photograph, photographs taken with a digital camera must be high quality color and printed on photo-quality paper. Photograph should not be more than 6 months old. It should be glued to the form and not stapled.
- ✓ Original Passport valid for at least three months longer than the intended stay along with photocopies of the relevant pages (front, back and visas, if any). It is mandatory to have two blank pages opposite to each other. Passports valid for more than 10 years will not be accepted as the main required travel document.
- ✓ Confirmed onward/ return air ticket.
- ✓ Health Insurance valid for all Schengen countries, covering risks e.g. accident, illness, medical emergency, evacuation and repatriation. The minimum coverage is ? 30.000,00 (thirty thousand euro's) or its equivalent. Approved list of Indian Travel Insurance Companies providing Travel Medical Insurance for Schengen Visa:
  - ✓ Apollo Munich Health Insurance Company for the age group of 6 months to 70 years.
  - ✓ Bajaj Allianz General Insurance Company for the age group of 6 months to 70 years.
  - ✓ Cholamandalam MS General Insurance Company for the age group of 0 month to 70 years.
  - ✓ Future Generali India insurance Company for the age group of 6 months to 70 years.
  - ✓ HDFC ERGO General Insurance Company for the age group of 3 months to 70 years.
  - ✓ ICICI Lombard General Insurance Company for age group of 3 months - 85 years (Policies for schengen Countries).

- ✓ IFFCO - Tokio General Insurance Company for the age group of 3 months to 70 years.
  - ✓ National Insurance Company for the age group of 6 months to 60 years (Schengen Plan 61 to 80 years).
  - ✓ Reliance General Insurance Company for the age group of 3 months to 70 years.
  - ✓ Royal Sundaram Alliance Insurance Company for the age group of 3 months to 70 years.
  - ✓ Star Health & Allied Insurance Company for the age group of 6 months to 70 years.
  - ✓ Tata AIG General Insurance Company for the age group of 6 months to 55 years (Silver Schengen Plan 56 to 70 years and Senior Schengen Plan 71 to 79 years).
  - ✓ The New India Assurance Company for the age group of 0 month to 60 years.
  - ✓ The Oriental Insurance Company for the age group of 6 months to 60 years.
  - ✓ United India Insurance Company for the age group of 0 month to 65 years.
  - ✓ Universal Sompo General Insurance Company for the age group of 0 month to 70 years.
- ✓ Proof of accommodation (confirmation of reservation of hotel / apartment).
  - ✓ Minors below 18 years travelling alone must submit the written consent of their parents or legal guardian not travelling.
  - ✓ Foreign nationals residing in India must submit valid permit to return to India.
  - ✓ Proof of sufficient funds to cover expenses while in Portugal is required. They can be:
    - Bank statements for the last 3 months.
    - Income Tax Returns for the last 3 years.
    - Copy of Applicant's Pan Card.
    - Salary Slips (if employed).
    - Sponsorship Letter from host ('Termo de Responsabilidade') undertaking responsibilities for the boarding, lodging and repatriation, if required.
  - ✓ Proof of occupation
  - ✓ Registration certificate and profile of the Indian company.

- ✓ Covering letter with designation and current profile of the applicant. Purpose of the visit, itinerary and name and contacts of the company in Portugal.
- ✓ Formal letter of invitation and other correspondences showing prior dealings, if any, with the Portuguese counterpart.
- ✓ Educational/Technical Certificates copy.
- ✓ Children below 6 years of age are exempted to pay the visa fee on the date of submission.
- ✓ No application will be accepted if it does not meet the timelines as mentioned below:-
- ✓ 05 working days in advance for applicants that have already traveled to Schengen in the past (no matter when) or that have a valid USA and/or UK visa.
- ✓ 10 working days for applicants those have never traveled to Schengen/USA/UK.
- ✓ The timelines starts only when the application reaches the Embassy not when it's received by VFS.

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Children between 06 - 11 years	Rs. 3081
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**Important** : The visa fee mentioned above excludes Kibria's service charge for visa processing.

## Transit

- ✓ One application form to be filled in completely and signed by the applicant.
- ✓ Applicants are requested to visit <http://www.secomunidades.pt/vistos/index.php/formulariosto> to fill out and submit their visa applications online before presenting a signed copy of the same.
- ✓ Two recent passport size colored photographs (3.5 cm x 4.5 cm) with white background, close up of your head and top of your shoulders so that your face takes up 70 -80% of the photograph, photographs taken with a digital camera must be high quality color and printed on photo-quality paper. Photograph should not be more than 6 months old. It should be glued to the form and not stapled.
- ✓ Original Passport valid for at least three months longer than the intended stay along with photocopies of the relevant pages (front, back and visas, if any). It is mandatory to have two blank pages opposite to each other. Passports valid for more than 10 years will not be accepted as the main required travel document.
- ✓ Confirmed onward/ return air ticket.
- ✓ Health Insurance valid for all Schengen countries, covering risks e.g. accident, illness, medical emergency, evacuation and repatriation. The minimum coverage is ? 30.000,00 (thirty thousand euro's) or its equivalent. Approved list of Indian Travel Insurance Companies providing Travel Medical Insurance for Schengen Visa:
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  - ✓ ICICI Lombard General Insurance Company for age group of 3 months - 85 years (Policies for schengen Countries).
  - ✓ IFFCO - Tokio General Insurance Company for the age group of 3 months to 70 years.

- ✓ National Insurance Company for the age group of 6 months to 60 years (Schengen Plan 61 to 80 years).
- ✓ Reliance General Insurance Company for the age group of 3 months to 70 years.
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  - Bank statements for the last 3 months.
- ✓ Income Tax Returns for the last 3 years.
- ✓ Copy of Applicant's Pan Card.
- ✓ Salary Slips (if employed).
- ✓ Sponsorship Letter from host ('Termo de Responsabilidade') undertaking responsibilities for the boarding, lodging and repatriation, if required.
- ✓ Proof of occupation
- ✓ Covering letter explaining the purpose of the visit with complete and full.
- ✓ Children below 6 years of age are exempted to pay the visa fee on the date of submission.
- ✓ Confirmed booking for the country of destination.



- ✓ Valid visa of final destination.
- ✓ No application will be accepted if it does not meet the timelines as mentioned below:-
- ✓ 05 working days in advance for applicants that have already traveled to Schengen in the past (no matter when) or that have a valid USA and/or UK visa.
- ✓ 10 working days for applicants those have never traveled to Schengen/USA/UK.
- ✓ The timelines starts only when the application reaches the Embassy not when it's received by VFS.

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