



BLS

### Transit Visa for SEAMEN

Only seamen who are nationals from a country which is required to have a valid visa to enter the Schengen Space need to apply for a transit visa if they intend to: a) join a ship that is (or will be) at a Schengen port, b) transferring from a vessel that entered a Schengen territory port to another vessel, c) leaving service from a vessel at Schengen port.

All applicants must come in person to the Visa Application Centre. Upon consideration of the non exhaustive list of the following documents, further supportive documentation may be requested in each individual case.

**You are informed that the lack of any of the documents below, might result in the refusal of the visa application.**

- |    |  |
|----|--|
| 1. | <b>Schengen Visa application form:</b> The application must be <u>completed</u> , <u>dated</u> and <u>signed</u> .   |
| 2. | <b>ONE photograph</b> (glued to the application): the photo must be recent (4,5cm x 3,5cm), clearly showing the face, the forehead hairline and ears on a white background.  |
| 3. | <ul style="list-style-type: none"> <li>• <b>Passport</b> (<u>Original</u> and <u>Photocopy</u> of the identity pages). The passport must be valid for a minimum of three months from the date of completion of their stay in the Schengen territory, with at least two blank pages available to stamp the visa.</li> <li>• <b>Photocopy of previous Schengen visas</b> within last 3 years and other third countries valid visas in the last year if available.</li> </ul>   |
| 4. | Singapore IC: Original and photocopy of both sides (e.g. Employment card/S pass/Dependent pass/ Student pass/ Work permit/PR card) and copy of the document indicating the expiry date of IC. Re-entry permit for PR should be provided too. This document must be valid for at least 3 months beyond the intended date of departure from the Schengen territory. In the case that current Singapore IC is in process of renovation, in-principal approval letter must be provided.  |
| 5. | <b>Seaman's book</b> ( <u>Original</u> and <u>Photocopy</u> of the identity pages)   |
| 6. | <b>Original formal declaration by the local shipping agent</b> confirming his responsibility for the expenses for the stay and if necessary for the medical expenses, evacuation and repatriation for medical reasons and repatriation of the seafarer (covering expenses for up to 30,000 EUR or its equivalent in SGD, per each stated benefit and valid for the entire Schengen area for the duration of the applicant's planned stay).   |
| 7. | <p><b>Letter of invitation from the Spanish Maritime Agency containing the following information:</b></p> <p>Name of the seamen, date and place of birth, passport number, issue date and expiry date, number of seaman's book, date of issue and expiry date, occupation of the seaman on the ship (the data of the seamen, in case there were several of them, could be stated on a separate list, duly signed and sealed, attached to the letter of invitation), date and port of entry into Spain, the name of the ship, the flag of the ship, seaport of embarkation in Spain, duration of the stay of the seamen on the ship, seaport of disembarkation of the sailors, date of return to country of origin of the sailors, itinerary of the sailors (arrival to Spain and arrival to their country of origin). In the letter of invitation, the Spanish Maritime Agency must also indicate the name and address of the agency in the country of origin of the sailor who collaborates with and who will be responsible for submitting the visa applications and will take care of the sailors upon their arrival in Spain and will be responsible for their transfer to the vessel in Spain and for their return to their country of origin, in the assumption that this return is made through Spanish territory.</p> <p><b>The invitation letter must be sent to the Embassy and to the agency in the country of origin of the seafarers who collaborates with them or to the seafarers.</b></p> <p><i>* If the applicant seafarer has been a bona fide holder of previous visas of this class issued by any of the Member States, then the Letter of Invitation mentioned in point seven above is not required .</i></p> |
| 8. | <b>If not included in number "6": Travel/medical insurance:</b> covering medical expenses, repatriation and evacuation for medical reasons and repatriation of mortal remains for at least 30,000 EUR or its equivalent in SGD, per each stated benefit and valid for the entire Schengen area for the duration of the applicant's planned stay. COPY OF THE PAGES OF YOUR POLICY WHERE YOUR NAME, GEOGRAPHICAL AREA AND PERIOD OF COVERAGE IS STATED ALONG WITH THE SCHEDULE OF BENEFITS AND AMOUNT COVERED must be submitted.  |
| 9. | <b>If not included in "number 6": Proof of the applicant's financial circumstances</b> by means of the <u>latest 6 months of bank book statements</u> , or bank account statements which clearly state periodical salary transfer or fixed deposit statements. The NAME of the account holder must be the applicant's name and has to appear in the statements. Singaporean bank accounts in either SGD; EUR; or USD will be accepted.   |