Over View:

The first step is to determine which visa type you need, and check whether you're eligible to apply for it.

You'll also need to know the documents that you'll have to submit along with your application, how long the application might take and fees you'll have to pay.

Each application must comply with the guidelines applicable for your visa category.

If your documents aren't in English, you may need to prepare translations before applying.

Some documents, as defined in the checklist, may require translations.

Where Should I Submit My Schengen Visa Application?

Basic Schengen Visa Rules

1. Main Purpose of Visit: Applicants travelling to multiple Schengen countries must apply through the Embassy or Consulate of the country that represents the main purpose of their visit.

2. Main Destination – Duration of Stay: Where the main purpose of the visit does not determine the main destination, applicants must apply through the Embassy or Consulate of the country where they intend to spend the **longest duration of their stay**.

3. First port of Entry: If applicants intend to visit multiple Schengen countries for the same purpose and plan to spend an equal number of days in each country, they must apply through the Embassy or Consulate of the country they intend to enter first into the Schengen Area.

Visa Validity and Duration of Stay

A short-stay Schengen visa (Type C) permits a maximum stay of **90 days within any 180-day period** across the Schengen Area. However, visas may be issued for shorter durations, depending on the applicant's travel plans and the decision of the competent authorities.

Number of Entries Permitted

A Schengen visa may be issued as:

- **Single Entry:** Allows one entry into the Schengen Area.
- **Double Entry:** Allows two entries into the Schengen Area.

- **Multiple Entry:** Allows multiple entries during the visa's validity period, subject to the authorized duration of stay.

Example: If you receive a multiple-entry Schengen visa valid for one year with an authorized stay of 90 days, you may enter and exit the Schengen Area multiple times during the visa's validity. However, your total stay must not exceed 90 days within any 180-day period.

When Can I Apply for a Spain Schengen Visa?

Applicants may submit their Spain Schengen visa applications up to **6 months (180 days) before** their intended date of travel.

Applications must be submitted no later than **15 calendar days before** the intended date of travel.

Applicants are advised to submit their applications well in advance to allow sufficient time for visa processing and any additional requirements.