



MINISTERIO
DE ASUNTOS EXTERIORES
Y DE COOPERACIÓN

EMBAJADA DE ESPAÑA
ABU DHABI

VISA FOR INTRA-COMPANY TRANSFERS & RELATIVES

The applicants must submit their application forms for this visa in person along with the following documents:

1. National visa application form: to be dully filled in all blanks, in English or Spanish, signed and dated by the applicants themselves with two personal recent biometric passport sized-photographs. The application form can be downloaded from Embassy of Spain in Abu Dhabi website:

<https://www.exteriores.gob.es/en/EmbajadasConsulados/Documents/Consular/20210611-Formulario%20nacional%20espa%c3%b1ol-ingl%c3%a9s.pdf>

2. Passport: original and one copy of the first page of your passport and copy of your valid UAE residence visa. Passport should have a validity of at least one year from the date of your application submission. In case the applicant has resided during the last five years in The UAE, then copy of the residence permits issued by the local authorities within the last five years.

3. A good conduct/police clearance certificate or equivalent issued by the local police authorities of your country of origin or/and by the countries where you have been living for the last 5 years. This certificate has to be legalized by the Ministry of Foreign Affairs in UAE or the country where it has been issued and translated into Spanish by a sworn translator as per Annex I.

4. Original of the residence authorization for Intra-Company Transfers issued by the correspondent Spanish authority (Autorización de residencia inicial para profesionales altamente cualificados).

5. Additional documents for dependents (*familars*):

- **Copy of the authorization for relatives of holders of Intra-Company Transfers residence permit** issued by the correspondent Spanish authority for each of the relative (“Unidad de Grandes Empresas”).
- **Marriage certificate (dully legalized and translated into Spanish by a sworn translator)** for spouse. **Validity of the certificate must be 3 months maximum from its issue date.**
- **Birth certificates (dully legalized and translated into Spanish by a sworn translator)** for children.

* For those relatives 18 years old or above a good conduct/police clearance certificate is required as well.



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5. Appointments:

Kindly contact BLS UAE Visa Application Centre or visit their website.

Annex I

List of sworn translators appointed by the Spanish Ministry of Foreign Affairs, European Union and Cooperation, who are available in the United Arab Emirates:

List of Translators Spanish/English/Spanish:

- 1- María José Ibarra Domene: 050 – 2897483 mariajoseibarradomene@gmail.com (Dubai)
- 2- Verónica Conesa Izquierdo: 056-6056984 veronicacone@gmail.com (Dubai)
- 3- María Gómez Amich: 052-5939169 mgamich84@hotmail.com (Dubai)
- 4- Yasmina Shawi Sanchez: 056-8978941 yasminshawishachez@hotmail.com (Dubai)
- 5- Claudia Lang-Lenton Arrizabalaga: 056-6448495 claudia.lenton@gmail.com (Dubai)
- 6- Laura de Lorenzo Alba: 050-2385033 laurade.89@gmail.com (Dubai)
- 7- Maria Flor Mateo Romo: 050-4049188 flor.mateo@gmail.com (Abu Dhabi)

List of translators Spanish/Arabic/Spanish:

- 8- Sara Hanna Montero: 052- 9117133 sarahannam@yahoo.es (Dubai)
- 9- Dina Hind Zarif Cócera: 052-9898301 dinahindzarif@gmail.com (Dubai)

Important to notice: *Translations made by sworn translators appointed by the Spanish Ministry of Foreign Affairs, European Union and Cooperation are valid in Spain without need of legalization.*