



TTI

Deadline: _____

Further to your application for a **SPANISH INTRA-COMPANY TRANSFER VISA** we list below the documents that have been presented and those you are still to submit. You have a fifteen-working days deadline to submit the outstanding documents; failure to do so before the deadline will result in your application being dismissed.

Surname: _____

Name _____

Applicant Passport No. _____

Represented by: _____

Relationship: _____

Reason for appointing a representative: _____

Sub- mitted	Outstan- ding	DOCUMENTS
		* National visa application form dully fulfilled and signed by the applicant or their representative if applicable
		* Applicant's passport valid for at least one year , with at least one blank page to affix the visa.
		* One photocopy of the data page of applicant's passport
		* Two recent color passport photographs on white background
		Copy of the residence permits issued during the last 5 years by The UAE or any other country
		Good conduct certificate or equivalent (only for applicants over 18 years old) issued by the local police authorities of the country (countries) of residence over the last 5 years. The certificate issued by the UAE must be legalized both by the EAU Ministry of Interior and Ministry of Foreign Affairs (MOFA). This document must be translated into Spanish by a sworn translator.
		* From Spain: "Autorización de Residencia para Trabajadores Altamente Cualificados" issued by "Unidad de Grandes Empresas".
		In case of applying through a representative: <u>Power of Attorney dully legalized and translated into Spanish by a sworn translator.</u>

*** Application will not be accepted without this document**

Dubai,

Date: _____

Signature: _____

Applicant full name: _____