



MINISTERIO
DE ASUNTOS EXTERIORES
Y DE COOPERACIÓN

EMBAJADA DE ESPAÑA
EN ACCRA

TRE

nun/priest

Deadline: _____

Further to your application for a **SPANISH RESIDENCE VISA (WORK PERMIT-EXEMPT VISA FOR NUNS AND PRIESTS)** we list below the documents that have been presented and those you are still to submit. You have a fifteen-day period to submit the outstanding documents; failure to do so before the deadline will result in your application being dismissed.

Surname: _____

Name _____

Represented by: _____

Relationship: _____

Reason for appointing a representative: _____

Signed by:

Date:

Sub- mitted	Outstan- ding	DOCUMENTS
		Applicant's passport valid for at least 12 months , 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
		Original and photocopy of the Police Report issued and legalized by all the countries where the applicant has been living for the last 5 years. It must be legalized by the Ministry of Foreign Affairs in Accra and, subsequently, by the Embassy of Spain in Accra. Then it must be translated into Spanish by an authorized translator.
		Original and photocopy of a Medical Certificate stating that <i>"the applicant is not a carrier of any contagious disease, dangerous to public health, in accordance with International Health Rules of 2005"</i> . It must be translated into Spanish by an authorized translator.
		Original and photocopy of the Certificate from the Spanish Ministry of Justice , stating that the Spanish Congregation is duly registered at its "Registro de Entidades Religiosas" and that the applicant belongs to that Congregation.
		Original and photocopy of the Certificate from the Congregation in Spain , endorsed by the Spanish Ministry of Justice, stating that the Spanish Congregation will cover all expenses incurred by the applicant (lodging, feeding and medical attention).
		Congregation's Statutes.
		Form EX-09. This form must be filled and signed by the applicant. Only available in Spanish.
		Form M790, plus the authorization fee. Only available in Spanish.
		Bank statement of the Spanish Congregation or a certificate issued by the Spanish bank stating that the Congregation is debt-free and has enough funds to sponsor the applicant.

I have collected my passport and all my original documents submitted to the Embassy.

Accra,

Date: _____

Signature: _____

Updated 4 December 2020