



EMBAJADA DE ESPAÑA  
ISLAMABAD  
PAKISTÁN

## 77

### RESIDENCE VISA FOR EXECUTIVES AND HIGHLY QUALIFIED PROFESSIONALS

Law 14/2013, of 27 September 2013, on Support for Entrepreneurs and their Internationalisation

For foreigners who already have the relevant Authorisation issued by the *Department of Large Enterprises and Strategic Groups* from the Spanish *Ministry of Labour and Social Security*).

Visa fee (non refundable) in Pakistani Rupees equivalent to 60 € (to be paid at TCS-Visatronix)

#### **Required Documents:**

1. Completed visa [application form](#) duly filled in and signed by the applicant. All questions have to be answered; otherwise the application will not be accepted.
2. 2 recent colour passport-size photos with white background (gents with uncovered head) glued (not stapled) on the visa application form.
3. Original and photocopy of ALL PAGES of passport or official travel document (non-Pakistani applicants have to have a residence permit issued in the current valid passport).  
All passports should be valid for at least 1 year.
4. For applicants 18 and above: Original **Police Character Certificate** issued by each country in which you have had you residence during the last 5 years duly legalised. Only certificates that have been issued within the 6 months previous to the submission of the visa application are admissible.  
In Pakistan, this certificate is issued by the National Police Bureau, Islamabad.
5. Authorisation issued by the *Department of Large Enterprises and Strategic Groups* (Unidad de Grandes Empresas y Colectivos Estratégicos) from the Spanish *Ministry of Labour and Social Security* (Ministerio de Empleo y Seguridad Social).

Embassy of Spain in Islamabad

Street No. 6, Diplomatic Enclave I, G-5, ISLAMABAD 44000

<http://www.exteriores.gob.es/Embajadas/ISLAMABAD/en/>

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## IMPORTANT NOTES:

Once the visa form has been filled in and signed, and the complete set of documents (listed in page 1) is ready for submission, 1 additional set of photocopies (very clear) of the complete file (both form and documents) needs to be submitted together with the original.

Please, note that during the examination of a visa application, some additional documents may be requested in order to determine that all requirements to obtain the visa are met.

This Embassy may require a Verification Fee of RS 27.000 in case of submission of local documents. Applications with false or untrue documents will be refused.

In some cases, a personal interview with the applicant may also be requested.

A **Spanish translation** of all submitted documents is required in accordance to the provisions of Article 15 of the Act 39/2015, 1<sup>st</sup> October, that regulates Spanish Common Administrative Procedures of Public Administration. Translation from English into Spanish is to be done by an authorised Sworn Translator (*Traductor Jurado autorizado*).

Please find the list of authorised Sworn Translators at:

<http://www.exteriores.gob.es/Portal/es/ServiciosAlCiudadano/Documents/2%20de%20junio%20de%202016.pdf>

All non-Spanish public documents need to be previously **duly legalised**.

For Pakistani public documents legalisation by the Embassy of Spain in Islamabad is requested.

For third country's public documents please consult the relevant authorities.

For information about legalisations please visit:

<http://www.exteriores.gob.es/Embajadas/ISLAMABAD/es/InformacionParaExtranjeros/Paginas/Legalizaciones.aspx>

Please, note that compliance of the above-mentioned conditions does not automatically guarantee the visa issuance.

## IMPORTANT WARNINGS:

APPLICANTS ARE WARNED TO REFRAIN FROM MAKING ANY SORT OF PAYMENT TO THE PERSON CONDUCTING THE VERIFICATION OF DOCUMENTS. THE VERIFICATION OFFICER SHOULD BE ASKED TO PRESENT HIS/HER NATIONAL IDENTITY CARD AND BUSINESS CARD OF THE FIRM BEFORE ALLOWING HIM TO PROCEED WITH THE ENQUIRY OF THE CASE.

APPLICANTS MUST IMMEDIATELY REPORT ANY IRREGULARITIES DETECTED DURING THE VERIFICATION PROCESS.

### **For SUBMISSION:**

**For SUBMISSION (currently, no appointment needed), please contact TCS-Visatronix.**

[www.visatronix.com](http://www.visatronix.com)

UAN 111 123 456

ISLAMABAD: 051-2607120-24

LAHORE: 042-755027

KARACHI: 021-34391551/54

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