



RESIDENCE VISA FOR EXECUTIVES AND HIGHLY QUALIFIED PROFESSIONALS (REM, TAC, ...)

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

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

Visa fee, in Bangladeshi taka equivalent to 90 €. This must be paid in the following bank: Standard Chartered Branch, North Gulshan, Plot # 189, Block.NW (A), Gulshan Avenue North, Gulshan 2, Dhaka

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. Two recent colour passport-size photos with white background (gents with uncovered head). It has to be glued (not stapled) on the original and photocopy of the application form.
3. Original and photocopy of ALL PAGES of passport or official travel document (non-Bangladeshi 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 16 and above: Police Clearance Certificate issued by each country in which you have had you residence during the last 5 years, duly legalized. Only certificates that have been issued within the 6 months previous to the submission of the visa application are admissible.
In Bangladesh, the document is issued by the **Ministry of Home Affairs** not from a Police Station.
5. Authorization 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).
6. The whole file must be one side photocopied in A4 format in order to be properly scanned so a full set of photocopies must accompany the application.
7. Insurance (For REM)

IMPORTANT NOTE:

Once the visa form has been filled in and signed, and the complete set of documents (listed above) are ready for submission

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.

Applications with false or untrue documents will be refused.

A **Spanish translation** of all submitted documents is required in accordance to the provisions of Article 15 of the Act 39/2015, 01st October, that regulates Spanish Common Administrative Procedures of Public Administration. Translation from English into Spanish is to be done by an authorized Translator (*Traductor autorizado*).

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

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

Once you have all the requested documents, you have to send an e-mail to emb.dhaka.vis@maec.es with the Subject: "*Appointment for RESIDENCE VISA FOR EXECUTIVES AND HIGHLY QUALIFIED PROFESSIONALS*", stating your full name and passport/ID number.

PLEASE KEEP IN MIND THAT IT USUALLY TAKES MINIMUM FIFTEEN WORKING DAYS TO PROCESS THE VISA APPLICATION.