



## TLSCONTACT VISA APPLICATION CENTRE – ALGERIA

### LIST OF DOCUMENTS

#### TOURISM / PRIVATE VISIT (LESS THAN 90 DAYS)

*You wish to go to Portugal, for tourism or a private visit, for a stay of less than 90 days, without the intention of settling there*

#### GENERAL DOCUMENTS FOR ALL APPLICANTS

[Schengen visa application form](#)

- *Duly completed and signed by the applicant.*

**An identity photo**

- *A standard identity photo;*
- *Size 3.5 cm x 4.5 cm, on a white background, less than 3 months old.*

**Passport**

- Passport, original  
*An ordinary passport or a recognized travel document with a validity of at least 3 months after the planned stay. The passport or travel document must contain at least two blank pages marked "visa" in order to affix a Visa. Must have been issued within the past 10 years. The photo used on the passport must resemble its holder at the time of filing.*
- Passport, copy  
*Photocopy of the pages of the passport containing personal identity data including a photocopy of the pages containing the extensions of validity, any remarks and **all pages containing the Schengen visas obtained**. Issued in the last 10 years, as well as entry and exit stamps.*

**For minors**

- *Birth certificate of minor;*
- *Certified copies of both parents' identity / passport;*
- *If the minor is traveling alone: certified parental consent from both parents, signed and verified by a legal person;*
- *If the minor is traveling with only one parent, the other parent must produce certified and verified*



*consent from a legal person (an exception should be made if the single parent with whom the minor must travel is the only person having the parental authority).*

**For non-Algerian Nationals**

- *Residence permit, valid at least three months after expiry of the visa requested. If this card is (or will be) expired, the applicant must also send a letter from the applicant confirming that he has again requested a new residence card which has not yet been issued.*

**Travel medical insurance**

- Insurance, original  
*Must be valid for the Schengen area if you are applying for a short stay visa;  
Must cover medical and repatriation costs up to a minimum of 30,000 Euros;*
- *Covering the entire duration of the planned stay and any costs of repatriation, emergency medical treatment, emergency hospital treatment, death and valid for all Schengen States.*
- Insurance, copy

**Round-trip ticket reservation**

- *Round-trip ticket reservation, copy.*

**Proof of accommodation**

- *A hotel reservation for the entire period of the planned stay - indicating the name of the applicant, the date of arrival and departure and all the contacts of the hotel;*
- *For Visits with family or friends, present the " [termo de responsabilidade](#) " application form duly completed by the person making the reference, who will designate him if he is responsible for accommodation or all costs and must be duly notarized;*
- *Proof of the relationship with the host or the inviting party: proof of family ties, if applicable (criminal record from the civil status office);*
- *Proof of rental or ownership of real estate in the country of destination.*

**Proof of sufficient means of subsistence during the planned stay and proof of socio-economic stability**

- **Algerian bank account statements** *from the last three months with a bank stamp;*
- *If the costs are covered by an individual or an inviting / sending organization, present the requester with the " [termo de responsabilidade](#) " form with proof of means from the host or the guarantor in the event of individual sponsorship;*
- **Public officials:** *act if it is an employment contract or a recent employment contract and the last pay slip;*
- **Employees:** *recent work certificate or employment contract and pay slips for the last three months, certificate of affiliation to the CNAS or explanatory letter from the employer in the absence of this certificate;*
- **Merchants:** *proof of registration in the commercial register, proof of membership in CASNOS*



*(national social security scheme for the self-employed), form C20 indicating turnover, balance sheet and bank statements for the last three months;*

- ***Farmers:*** *proof of status, farmer's card and most recent annual income statement;*
- ***Pensioners:*** *certificate of retirement pension;*
- ***Students or minors:*** *proof of the parents' social or professional situation and, where applicable, of the school attendance certificate or student card;*
- ***For unemployed applicants:*** *proof of adequate socio-economic status (for example: marriage certificate, family book, documents confirming ownership of property).*