Schengen Visas - Spain

Embassy Address: The Spanish Embassy, 39 Chesham Place, London, SW1X 8SB
Embassy Tel. No.: 020 7235 5555
Embassy Email: cog.londres@maec.es
Embassy Website: http://www.exteriores.gob.es
Opening Hours:

Other UK Consulates/application centres: Spanish Consulate General London, Joint Visa Application Centre London, Joint Visa Application Centre Manchester, Honorary Vice Consulate Brimingham.

Application process:

1. Appointments must be booked through VFS Global http://es.vfsglobal.co.uk.
2. Once an appointment with VFS Global is booked, visit the website above to download and complete the Schengen visa application form as well as gathering all supporting documents.
3. Once supporting documents and the completed form have been submitted at the VFS application centre, the application will then be sent to the Consulate staff at either London or Edinburgh to be reviewed and a decision made.
4. The processed application will then be returned to VFS along with the applicant’s passport.
5. The applicant’s passport is then returned to the applicant by VFS or DX Courier.

Special requirements/additional information:

- You can apply up to 3 months before you start your trip.
- Processing time is a minimum of 10 working days except for certain nationalities who take a minimum of 15 working days (http://es.vfsglobal.co.uk/Manchester/short_term_visa.html).
- The visa fee is currently £49.80.
- VFS Global service charge is £16.60
- All relevant fees must be paid at the Visa Application Centre by either credit or debit card (but not American Express) or by postal order. Applicants cannot pay by cash, cheque or bank transfer.
- Fully paid hotel reservations covering every night of the trip must be shown. Documents issued by travel agents not accepted.
- If invited by a Spanish resident must provide an official invitation letter from the police.
- You can track your application/passport online and through SMS (£1.44 fee).
- Your passport will be returned by DX courier for a fee of £14.80.