

VISA DOCUMENT GUIDE / 2026 EDITION

Portugal

A clear, beautifully organised checklist for your application.

A visa for Portugal is a Schengen visa. It is filed at the Portugal consulate or its appointed visa centre, and it lets you travel across all Schengen countries once approved. Appointment availability and a complete, consistent document file decide the timeline.

VISA TYPE

Schengen sticker visa

ENTRY

Single or multiple entry

VALIDITY

**Up to 5 years for frequent
travellers**

YOUR APPLICATION, AT A GLANCE

Application essentials

VISA TYPE

Schengen sticker visa

ENTRY

Single or multiple entry

VALIDITY

Up to 5 years for frequent travellers

STAY

90 days in any 180 days

BIOMETRICS

Mandatory unless given in the last 59 months

Photograph specification

- 1 35 x 45 mm, taken within the last 6 months
- 2 Plain white or light background, no shadows
- 3 Neutral expression, eyes open, mouth closed
- 4 No spectacles, headwear only for religious reasons

Eligibility checklist

- ☐ Passport issued in the last 10 years with the required remaining validity
- ☐ Travel insurance valid across the Schengen area for the full trip
- ☐ Proof that you can fund the trip yourself or a documented sponsor
- ☐ Clear ties to India such as employment, business, studies or family

DOCUMENTS TO PREPARE

Complete checklist

REQUIRED FOR EVERY APPLICANT

- ☐ **Passport**
Issued within the last 10 years, valid for 3 months beyond your return, with 2 blank pages.
- ☐ **Application form**
Schengen form signed by the applicant; both parents sign for minors.
- ☐ **Photographs**
Two recent 35 x 45 mm photos on a light background.
- ☐ **Cover letter**
Your travel purpose, dates, who pays for the trip and your ties to India.
- ☐ **Appointment confirmation**
Visa centre appointment letter for biometrics and submission.

FINANCIAL DOCUMENTS

- ☐ **Bank statements**
Last 6 months, bank-stamped or e-statements with the bank logo and IFSC visible.
- ☐ **Income tax returns**
ITR acknowledgement for the last 2 to 3 assessment years.
- ☐ **Salary slips**
Last 3 months for salaried applicants.
- ☐ **Proof of funds**
Fixed deposits, investments or a sponsor letter with the sponsor's own statements.

DOCUMENTS TO PREPARE

Complete checklist

OCCUPATION PROOF

- ☐ **Employed**
Leave sanction letter on company letterhead, employment certificate and ID card copy.
- ☐ **Self-employed**
Business registration / GST certificate, company bank statements and partnership deed if applicable.
- ☐ **Student**
Bonafide certificate from the school or college plus latest mark sheet.
- ☐ **Retired**
Pension order or retirement proof, plus proof of savings.

TRAVEL DOCUMENTS

- ☐ **Confirmed flight itinerary**
Round-trip booking showing entry and exit dates.
- ☐ **Accommodation proof**
Hotel bookings for the full stay, or a host invitation with their address proof.
- ☐ **Day-wise itinerary**
Cities, dates and planned activities for the full trip.
- ☐ **Travel insurance**
Schengen-compliant policy covering at least EUR 30,000 medical expenses for the full trip.

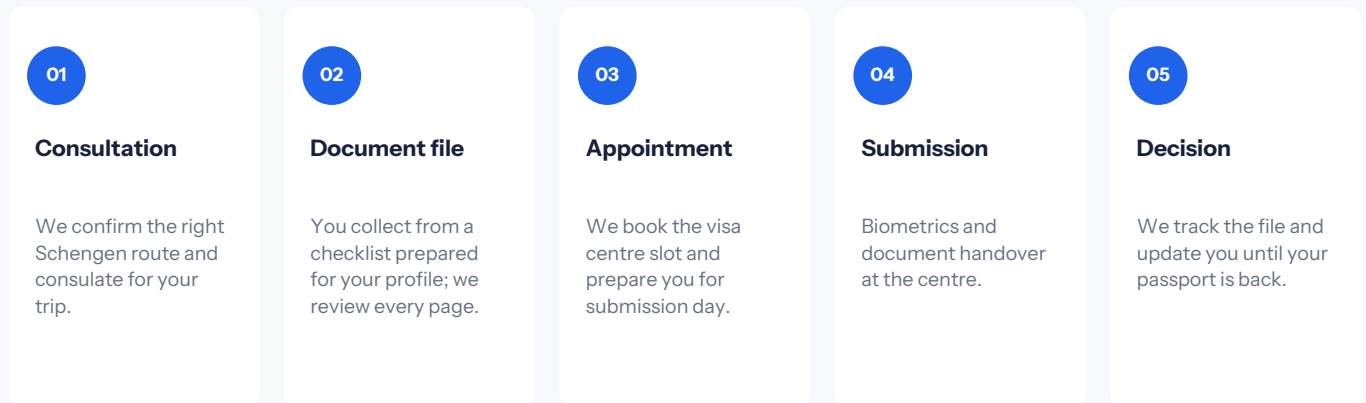
PURPOSE-SPECIFIC DOCUMENTS

- ☐ **Tourist**
Day-wise itinerary covering every city, plus confirmed bookings for each stay.
- ☐ **Business**
Invitation from the company in Portugal, your employer's letter and conference or meeting details.
- ☐ **Family or friends visit**
Host invitation, their passport or residence permit copy and proof of their address.
- ☐ **Student**
Admission or enrolment letter, tuition payment proof, accommodation proof and blocked or sponsored funds.

FINAL REVIEW & NEXT STEPS

Before you submit

Application journey



Important to know

- Apply at the consulate of your main destination; if the stay is equal everywhere, apply where you enter the Schengen area first — Portugal included.
- Bookings, itinerary and bank statements must agree with each other exactly.
- Submit early, since appointment slots fill quickly in peak season.

READY WHEN YOU ARE

Let's make your file submission-ready.

Start your application at imigro.com. Our team will tailor this checklist to your profile, travel purpose and circumstances.