Original Document	Date Ordered	Received / Completed	Made A Copy	Originals Folder	Copies Folder
Printed Appointment Confirmation	N/A		N/A	N/A	N/A
National Visa Application Form 1 Passport Photo Glued to Page 1	N/A		N/A		N/A
EX01 Non Working Residence Visa Application Form	N/A		N/A		N/A
Original Passport Valid minimum 1 Year Minimum 2 blank pages to affix visa			ID Page Only		
Birth Certificate				N/A	
Apostille for Birth Certificate					
Translation Birth Certificate & Apostille					
 Proof of Spanish Health Insurance If received one letter naming all family members, include with primary applicant only, no need to duplicate here 	•				
Translation Proof of Health Insurance NOT REQUIRED if original certificate is issued in Spanish					
Medical Certificate No older than 90 days					
Translation Medical Certificate Translation NOT REQUIRED if issued in Spanish		2			N/A
US Resident Alien Card / Valid US Long Term Visa Non US Passport Holders ONLY, cannot be imminently expiring		6		N/A	
Form Modelo 790 052	N/A	0	N/A		N/A
Backup Items If using/applicable					
Translation Backup Items If using/applicable			2		
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