National visa documents

Applying through BLS

Important document preparation requirements

No.	Document / requirement	Ready
1	Prepare good-quality copies of every page of every document, separately for each applicant. Do not dismantle or damage documents with seals, staples or notarial ribbons.	☐
2	All documents in languages other than English must be translated into Portuguese.	☐
3	Translations must be prepared by a qualified professional. Machine translation of documents for a national visa application is not accepted.	☐
4	Criminal record certificates, birth, marriage, death and divorce certificates, diplomas and other official documents must have an apostille and a Portuguese translation. According to the guidance: first obtain an apostille on the original official document (or a notarised copy, where permitted); then translate the entire document, including all stamps and the apostille; then have the completed translation notarised to authenticate the translator's signature.	☐

General documents and application requirements

No.	Document / requirement	Ready
1	Completed BLS national visa application form: one printed copy, signed by the applicant or their legal representative in the final ASSINATURA field when submitting the application in person.	☐
2	Two colour photographs, 3.5 × 4.5 cm, on a white background, with no corner markings, bevels or retouching. The face must be visible and not obscured by accessories such as glasses.	☐
3	Originals of all valid international passports or other travel documents and copies of every page, including blank pages. According to the guidance: documents must remain valid for at least two months after the intended return date to Russia (for C - curta duração and ET - estada temporária visas).	☐
4	Copies of every page of the national internal passport, including blank pages.	☐
5	For third-country nationals residing legally in Russia on a long-term basis: documents confirming lawful residence in the country of application, such as a visa or temporary residence permit. According to the guidance, these documents must remain valid for at least two months beyond the expiry of the visa being requested.	☐
6	A criminal record certificate, with an apostille and translation. Required for applicants aged 16 and over. For certificates from Russia, the guidance specifies a Russian Ministry of Internal Affairs certificate obtained through an MFC public services centre on a blue paper form; an electronic blue form is not suitable for a national visa application.	☐
7	Where applicable, a criminal record certificate from any country where a third-country national has spent more than 90 days within six consecutive months during the past three years.	☐
8	Proof of accommodation in Portugal for at least 120 days. For rented accommodation, the tenancy agreement must be registered with the Portuguese tax authority.	☐

No.	Document / requirement	Ready
9	A flight reservation to Portugal. According to the guidance, a reservation for a future date is possible; the applicant may begin their journey to Portugal or enter the country. A one-way ticket is stated to be acceptable.	☐
10	Proof of accommodation in Portugal for all visa categories. For D2 and D7 applications, the guidance prioritises a tenancy agreement registered with Finanças (Modelo 2) for at least 365 days, or alternative evidence covering an equivalent period.	☐
11	Evidence of financial means: bank statements and other supporting documents. Documents must be in English or translated from Russian into Portuguese. For D2 and D7, the guidance requires proof of a NIF and of opening a bank account in Portugal. D7 applications are limited to adults with their own sources of income.	☐
12	Proof of tax residence in English or translated from Russian into Portuguese. The document must be issued by the competent authority in the applicant's country of tax residence, normally the finance or tax authority.	☐
13	Schengen insurance with minimum coverage of €35,000, valid for at least 120 days. For applicants whose documents specify a fixed period in Portugal, such as Erasmus Mundus participants, insurance must cover the entire period.	☐
14	A motivation letter in English or Portuguese (optional).	☐

If accommodation is evidenced by a tenancy

No.	Document / requirement	Ready
1	Tenancy agreement (Contrato de Arrendamento).	☐
2	Agreement registered with Finanças / declaração Modelo 2 (Comunicação de Contratos de Arrendamento).	☐
3	Electronic rent receipts (Recibos Eletrónicos) for recent months.	☐

Note: according to the BLS guidance, Modelo 2 is submitted through Portal das Finanças. The landlord is responsible for filing it and paying stamp duty; the tenant receives the supporting electronic document or receipts from Portal das Finanças.

Additional documents by visa category

No.	Document / requirement	Ready
1	An invitation or employment contract for D1, D2 and D3 visas; evidence of studies or courses for E6, E9 and D4 visas; other documents relating to the main reason for the visa application, in Portuguese or English.	☐
2	A copy of the diploma. The original, with an apostille issued by the Ministry of Education or another competent authority in the issuing country, must be presented to the visa centre officer for verification. The guidance specifies this for D3 and for D4 master's programmes. Other evidence of high qualifications may also be submitted for D3. Documents in Russian require a Portuguese translation; official documents in English do not require a further Portuguese translation. The translation must be notarised.	☐
3	For applicants with a defined period of stay, such as Erasmus Mundus participants: proof of accommodation for the full period.	☐

For accompanying family members under the D8 visa category

No.	Document / requirement	Ready
1	A completed sponsorship declaration, Modelo 4 - Termo de Responsabilidade, for the category D8 - Residency Visa for Accompanying a Family Member Holding a Residency Visa. The sponsor completes a separate document for each accompanying person.	☐

Technical note on Russian criminal record certificates

No.	Document / requirement	Ready
1	The physical certificate on a blue form, not a copy, obtained in paper form through the government portal or an MFC public services centre, must bear an apostille.	☐
2	Both the main text and the apostille must be translated into Portuguese.	☐
3	The original certificate must be attached to the printed translation and certified with the details of the translation agency or individual translator. According to the guidance, no further certification or apostille of the translation is required.	☐
4	The certificate is valid for no more than three months (90 days) from its issue date, not from the date of the apostille.	☐