HOLA SPANISH LIFESTYLE

2025 DIGITAL NOMAD CHECKLIST

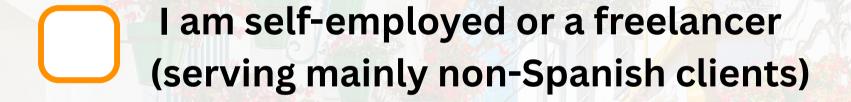


BY RACH BRICKNELL

Section 1: Determine Your Applicant Type

(TICK ALL BOXES THAT APPLY)

I am a remote employee (working for a non-
Spanish company)





ction 2: General Requirements (All Applicants)
Valid passport (at least 1-year validity)
Criminal record certificate (UK ACRO, issued within 90 days)
Private health insurance (with full coverage or S1 form valid for 2 years if applying as an employee)
Proof of accommodation in Spain (rental contract or home ownership)
Completed and signed national visa application form
Two recent passport-sized photographs
Proof of visa fee payment

Section 3: Additional Requirements Remote Employees

Employment contract (company must be operating for at least 1 year)
Employer letter confirming: Your position and salary
Permission to work remotely from Spain
You've worked with them for at least 3 months
Proof of qualifications (university degree or 3+ years of experience)
Payslips and bank statements showing a monthly income of at least EUR 2,763 (This is without dependants)



Section 4: Additional Requirements Self Employed/Freelancers

Contracts with non-Spanish clients (active for at least 3 months)
Description of business activities and services provided
Proof of qualifications (university degree OR 3+ years of experience)
Invoices and bank statements showing monthly income of at least EUR 2,763
Proof your business has been registered and active for at least 1 year



Section 5: Document Authentication

All non-Spanish documents apostilled:
Birth Certificate, Marriage Certificate, Criminal Certificate(ACRO), Diplomas
Official sworn Spanish translations (traductor jurado)
Birth Certificate, Marriage Certificate, Police Certificate, Academic Documents, Employment Contract, Bank Statements, tax Forms and other relevant financial or legal papers



Section 6: Submit via the UGE Portal

*From my own experience I suggest you hire a company
to submit the application for you as not only will they
have the experience, they will also be able to guide you
through this process which is very complicated if you
do not know the Spanish language and laws*
(I can recommend some advisors on request)

Create account and submit digitally at
https://uge.tractio.es
(This is for submitting it without an advisor)

Pay application fee (EUR 73.26)





Section 7: After Approval

Register at your local town hall for the Padron (empadronamiento) Register for Spanish Social Security if applicable (A1 Form)
Register with the Spanish tax office (Hacienda)
Apply for family members (if relocating with dependents) *Dependants can be added on the initial application this is for if you are adding them at a later date*



Section 8: Extra Tips

Start the process early as documents take time to collect. I recommend at least 4 months in advance and if you are an employee and will need an A1 form then I would suggest 4-5 months
Hire a gestor or immigration lawyer if you're unsure
Take some time to chat with an expert to make sure you are happy with their services
Double-check for any updates to the visa requirements
If you have an immigration lawyer they will do this regularly on your behalf



This is a simple free checklist to get you started, there is a lot more information available in my upcoming EBook coming soon including recommendations for visa experts, translation services and everything else that comes with Spanish Bureaucracy!



I am creating a complete
guide not only for the actual visa application but
also for the full journey from start to finish
including selling your house in the UK (when is
the best time to avoid capital gains tax)
How to find a property or long term rental and
how to adjust to Spanish life from our own
experience.

Stay updated by following us on YouTube: Hola Spanish Lifestyle

For inquiries: rachbricknellhome@gmail.com