IMMIGRATION

Intra-company transfer residence permit for Spain

Residence authorization for transfers within a company or corporate group

By **Aray Asociados Editorial Team** Published March 17, 2025

The content of this page is for general guidance only. Only the regulations in force at the time the application is filed apply.

DURATION AND RENEWAL	UPDATED
The initial authorization is valid for up to 2 years, or for the length of the transfer if shorter.	**November 14, 2026**

Topics: Internationalization | Intra-company transfer | Work

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01 Description

This authorization allows multinational companies to transfer their foreign employees to an office or entity located in Spain. It is designed to facilitate the mobility of managers, specialists and trainee employees who are already on the payroll of the company or corporate group abroad.
It is intended to ensure business continuity for international companies that need to move their talent between countries.

02 Advantages

- Allows qualified employees to be transferred quickly through a single, centralized procedure
- Valid throughout Spain, with no additional permits needed for geographic mobility
- Priority processing through the UGE-CE (Large Companies and Strategic Groups Unit)
- Family members can be included in the same application
- Automatic access to the labor market for the transferred employee's spouse

03 Who can apply? (including family members)

- ✓ This authorization is available to foreign employees of a company or corporate group that operates both in their home country and in Spain.
- ✓ The main applicant must be the employee being transferred, although the application may be filed through the host company or entity in Spain.
- ✓ The applicant may be accompanied by their spouse or unmarried partner (pareja de hecho), minor children or financially dependent adult children, and dependent ascendants, provided their applications are filed together.

04 Requirements

For the visa (when the applicant is outside Spain):

- ✓ Show that the transfer takes place within the same company or corporate group
- ✓ Show that the employee has worked for the sending company for at least 3 months
- ✓ Provide a contract or assignment letter setting out the terms of employment
- ✓ Have qualifications or experience suited to the position
- ✓ Have public or private health insurance

For the residence authorization (when the applicant is already in Spain on a visa):

- ✓ Continue to meet the conditions of the assignment and the employment relationship with the company
- ✓ Show sufficient financial means for the employee and their family
- ✓ Have no criminal record in Spain or in the countries where the applicant has lived in the last five years

05 Required documents

- ☐ Applicant's complete, valid passport
- ☐ Proof of the intra-company transfer (contract, assignment letter or company certificate)
- ☐ Proof of prior employment with the foreign company (minimum three months)
- ☐ Résumé or professional degree showing the applicant is qualified for the position
- ☐ Health insurance with coverage in Spain
- ☐ Criminal record certificate
- ☐ Family members' documents if they apply together (family record book, birth certificates or proof of financial dependency)

06 Application process

1 Gathering the documents

Gather all the documents proving the transfer, the employment relationship and health coverage.

2 Filing the application

The application may be filed online with the Large Companies and Strategic Groups Unit (Unidad de Grandes Empresas y Colectivos Estratégicos, UGE-CE).

3 Decision and visa issuance

Once the authorization is approved, the visa is processed at the competent Spanish consulate.

4 Entry into Spain and final steps

After entering Spain, the employee must apply for the foreigner identity card (Tarjeta de Identidad de Extranjero, TIE) within 30 days.

07 Duration and renewal

The initial authorization is valid for up to 2 years, or for the length of the transfer if shorter.

It may be renewed for periods of up to 2 years as long as the conditions of the transfer continue to be met.

08 FAQ

Can I change employers once I am in Spain with this authorization?

No. This authorization is tied to the transfer within a specific company or corporate group.

Do I have to apply for the visa if I am already in Spain under another permit?

It depends on your type of stay. If you are in Spain legally and meet the requirements, you can apply for the residence authorization directly.

How long does it take to get a decision?

The authorities have 20 business days to decide. If no decision is issued within that period, the application is deemed granted by positive administrative silence (silencio administrativo positivo).

Can I use this authorization to work at another company in the group outside Spain?

No. This authorization only allows you to work for the company or group established in Spain.

09 Applicable law

- Ley 14/2013, de 27 de septiembre, de apoyo a los emprendedores y su internacionalización
- Reglamento de Extranjería aprobado por Real Decreto 557/2011, de 20 de abril (para casos no incluidos en la Ley 14/2013)

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