

LIST OF DOCUMENTS OFFICIAL INVITATION

You have received an official invitation from an Italian organization, and you will not stay longer than 90 days.

☐ **Short stay form for original entry visa application, completed and signed**

Download the form, although it will be given to you upon arrival at the VFS Global center

☐ **Biometric photograph**

Recent (maximum 6 months) color passport photo (width 30 mm, height 40 mm) with white background and face Uncovered face, conforming to ICAO standards

☐ **Original passport**

With a validity of at least 3 months beyond the date on which the applicant intends to leave the territory Member States or, in case of multiple trips, to leave the territory of the Member States for the last time And containing at least two blank sheets(one facing the other) in order to affix the visa

☐ **Photocopy of passport**

Photocopy of the biometric data page and all pages containing visas as well as the stamps entry and exit stamps from the Schengen area, adding the photocopy of the previous passport if the current passport is less than one year old.

☐ **Round trip ticket (ticket) or reservation of said ticket.**

☐ **Proof of means of subsistence for the duration of the stay in the absence of coverage of expenses from the inviting Italian organization**

According to the parameters defined by the Directive of the Ministry of the Interior 1.3.2000, this proof may be the original of a certificate of withdrawal from a foreign currency account or the presentation of an international bank card with international bank card with account statement.

☐ **Letter of invitation from an Italian organization**

Indicating possible coverage of travel and living expenses.

☐ **Proof of stable socioeconomic and professional situation:**

i. Employees

- Certificate of employment or recent employment contract; and
- Certificate of affiliation to the CNAS or, failing that, an explanatory letter from the employer; and
- Salary slips for the last three months.

ii. Traders

- Proof of registration in the trade register; and
- Certificate of affiliation and update CASNOS; and
- C20 form showing the turnover and the last balance sheet for the previous year;

iii. Farmers

- Certificate of Farming; and
- Certificate of affiliation and CASNOS update; and
- Farmer's card; and
- Last annual income statement.

- iv. Professions organized in a professional order
 - Certificate of professional order; and
 - Certificate of membership and CASNOS update; and
 - Salary slips for the last three months.
- v. Notaries
 - Installation order; and
 - Certificate of Affiliation and CASNOS Update; and
 - Salary slips for the last three months.
- vi. Academics
 - Certificate of employment issued by the institution of higher education; and
 - Certificate of affiliation to the CNAS or, failing that, an explanatory letter from the employer; and
 - Salary slips for the last three months.
- vii. Journalists
 - Certificate of employment issued by the media organization or broadcasting company; and
 - Certificate of affiliation to the CNAS or, failing that, a letter of explanation from the employer; and
 - Salary slips for the last three months.
- viii. Member of the Government, Parliament or Constitutional Council
 - Note verbale, certificate of office or other official document.
- ix. Civil servants and senior officials
 - Appointment order or certificate of office issued by the competent administration; and, if not on official business:
 - Salary slips for the past three months.
- x. Officers of the Algerian army
 - Certificate of appointment issued by the Ministry of National Defense (DREC); and, if not on an official mission
 - official mission:
 - Salary slips for the past three months.
- xi. Staff of the European delegation or of an embassy, consulate or official body of a official body of a Member State
 - Certificate of appointment issued by the European delegation, embassy or consulate
 - Consulate; and, if not on official business:
 - Salary slips for the last three months.
- xii. Retirees
 - Proof of receipt of a retirement pension;
- xiii. Students or minors
 - Proof of parents' social or professional status; and
 - Certificate of schooling.
- xiv. Unemployed persons
 - Proof of adequate socio-economic status (e.g., marriage certificate, family
 - family record book, documents confirming ownership of real estate, proof of survivor's pension
 - pension, proof of local care or any other document demonstrating the socio-economic and property status).

□ **Travel medical insurance (photocopy) with a minimum guarantee of €30,000.**

It must cover medical and hospital expenses during the period of stay in Italy, including social social assistance resulting from treatment that may be incurred during the first stay in Italy and/or in the Schengen area as well as Schengen area, as well as any repatriation costs. It must be valid (as a coverage area) for Italy, the Schengen area or Europe.