

## Italian Republic

### Visa Note & Fees

#### Tourist

- ✓ Application form fully completed and signed by applicant. Form should be printed on A4 size paper then print should be taken in back to back page.
- ✓ One recent passport size colored photograph (35 x 45 mm wide) with white background, 70-80% face coverage, Photograph taken with a digital camera must be high quality color and printed on photo-quality paper. Photograph should not be more than 6 months old. It should be glued to the form and not stapled.
- ✓ Passport/Travel Document must:
  - Have been issued within the previous 10 years, and its validity must not exceed 10 yrs.
  - At least have a validity of 6 months from the date of Travel.
  - Have at least 2 Blank Pages.
- ✓ Overseas medical insurance with minimum coverage of Euro 30,000- for emergency hospital and repatriation expenses. (Photocopy). Approved list of Indian Travel Insurance Companies providing Travel Medical Insurance for Schengen Visa:
- ✓ Overseas medical insurance with minimum coverage of Euro 30,000- for emergency hospital and repatriation expenses. (Photocopy). Approved list of Indian Travel Insurance Companies providing Travel Medical Insurance for Schengen Visa:
- ✓ Apollo Munich Health Insurance Company for the age group of 6 months to 70 years.
- ✓ Bajaj Allianz General Insurance Company for the age group of 6 months to 70 years.
- ✓ Cholamandalam MS General Insurance Company for the age group of 0 month to 70 years.
- ✓ Future Generali India insurance Company for the age group of 6 months to 70 years.
- ✓ HDFC ERGO General Insurance Company for the age group of 3 months to 70 years.
- ✓ ICICI Lombard General Insurance Company for the age group of 3 months to 85 years (Policies for Schengen Countries).
- ✓ IFFCO - Tokio General Insurance Company for the age group of 3 months to 70 years.

- ✓ National Insurance Company for the age group of 6 months to 60 years (Schengen Plan 61 to 80 years).
  - ✓ Reliance General Insurance Company for the age group of 3 months to 70 years.
  - ✓ Royal Sundaram Alliance Insurance Company for the age group of 3 months to 70 years.
  - ✓ Star Health & Allied Insurance Company for the age group of 6 months to 70 years.
  - ✓ Tata AIG General Insurance Company for the age group of 6 months to 55 years (Silver Schengen Plan 56 to 70 years and Senior Schengen Plan 71 to 79 years).
  - ✓ The New India Assurance Company for the age group of 0 month to 60 years.
  - ✓ The Oriental Insurance Company for the age group of 6 months to 60 years.
  - ✓ United India Insurance Company for the age group of 0 month to 65 years.
  - ✓ Universal Sompo General Insurance Company for the age group of 0 month to 70 years.
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- ✓ Travel itinerary with travel dates, including a return flight reservation or ticket.
  - ✓ One set photocopy of Applicant's Passport.
  - ✓ Proof of social or professional status.(for example cover letter detailing purpose of trip or leave authorization from the employer of the applicant.).
  - ✓ Availability of adequate financial means of the applicant:
    - Salary slips/certificates of the last three months and Form F16.
    - Status of personal bank account for the last six months, in original letter from the bank. OR Original and one photocopy of Bank Guarantee ( fidejussione bancaria) from sponsor in Italy (if any) covering the expenses for the duration of stay as per the foreign exchange value (sse above mentioned table). The original will be returned with the passport.
    - Income tax challans (last three years) and Form 16
    - Foreign exchange endorsement on the passport and receipt.
    - Credit card copy with statement of credit limit.
  - ✓ Proof of Accommodation:
    - Confirmed hotel bookings. OR
    - Invitation letter from the sponsor in Italy (Lettera di invito, see attached form).

- ✓ Processing time is upto 10 to 15 working days. The Embassy reserves the right to request for further documents.

**Visa Category**

Child between (6 to 12) years  
VFS Processing Fee  
For all Categories

**Visa Fee**

Rs. 2970  
Rs. 674 (Inclusive of government service tax)  
Rs. 5090

**Important :** The visa fee mentioned above excludes Kibria's service charge for visa processing.

## Business

- ✓ Application form fully completed and signed by applicant. Form should be printed on A4 size paper then print should be taken in back to back page.
  - ✓ One recent passport size colored photograph (35 x 45 mm wide) with white background, 70-80% face coverage, Photograph taken with a digital camera must be high quality color and printed on photo-quality paper. Photograph should not be more than 6 months old. It should be glued to the form and not stapled.
  - ✓ Passport/Travel Document must:
    - Have been issued within the previous 10 years, and its validity must not exceed 10 yrs.
    - At least have a validity of 6 months from the date of Travel.
    - Have at least 2 Blank Pages.
1. Overseas medical insurance with minimum coverage of Euro 30,000- for emergency hospital and repatriation expenses. (Photocopy). Approved list of Indian Travel Insurance Companies providing Travel Medical Insurance for Schengen Visa:
  2. Apollo Munich Health Insurance Company for the age group of 6 months to 70 years.
  3. Bajaj Allianz General Insurance Company for the age group of 6 months to 70 years.
  4. Cholamandalam MS General Insurance Company for the age group of 0 month to 70 years.
  5. Future Generali India insurance Company for the age group of 6 months to 70 years.
  6. HDFC ERGO General Insurance Company for the age group of 3 months to 70 years.

7. ICICI Lombard General Insurance Company for the age group of 3 months to 85 years (Policies for Schengen Countries).
  8. IFFCO - Tokio General Insurance Company for the age group of 3 months to 70 years.
  9. National Insurance Company for the age group of 6 months to 60 years (Schengen Plan 61 to 80 years).
  10. Reliance General Insurance Company for the age group of 3 months to 70 years.
  11. Royal Sundaram Alliance Insurance Company for the age group of 3 months to 70 years.
  12. Star Health & Allied Insurance Company for the age group of 6 months to 70 years.
  13. Tata AIG General Insurance Company for the age group of 6 months to 55 years (Silver Schengen Plan 56 to 70 years and Senior Schengen Plan 71 to 79 years).
  14. The New India Assurance Company for the age group of 0 month to 60 years.
  15. The Oriental Insurance Company for the age group of 6 months to 60 years.
  16. United India Insurance Company for the age group of 0 month to 65 years.
  17. Universal Sompo General Insurance Company for the age group of 0 month to 70 years.
- ✓ Travel itinerary with travel dates, including return flight reservation or bookings.(Please mention if any other country/countries are to be covered during the entire trip.).
  - ✓ One set photocopy of applicant's Passport.
  - ✓ Documentation proving the economic status of the sending Company
    - Registration Certificates of Company or Proof of Board Membership for liberal professionals or Letter from Medical Institutions in case of doctors.
    - Bank statement of the last six months.
    - IEC number (if applicable).
  - ✓ Letter from Indian Company or Institution, explaining purpose of the visit, professional status of applicant, and details regarding activities and business relation with Italian company. The letter must be signed by the authorized person, whose name and charge must be clearly identified.
  - ✓ Proof of adequate financial means of the applicant.
    - Salary slips/certificates of the last three months.
    - Status of personal bank account for the last six months, in original letter from the bank.

- Income tax challans (last three years) and Form 16.
- Foreign exchange endorsement on the passport and receipt.
- Credit card copy with statement of credit limit
  
- ✓ Letter of invitation from Italian company. in Italian (as per attached form), signed by the authorized person, along with photocopy of the pages of his/her picture id (passaporto o carta d'identita) containing relevant data, signature and validity of the document.
- ✓ Processing time is up to 10 to 15 working days. The Embassy reserves the right to request for further documents.

Supporting documents: verification of original documents; Import - export license, import-export invoices to Italy, PAN card etc.

**Please note:** Photocopies are mandatory for all the original documents to be returned. According to law in force, the Embassy / Consulate reserve the right to ask further documentation. Applicants could always be requested to appear for interview. For frequent travelers photocopies of previous visa issued in the last two years by Schengen Countries, UK, USA, Ireland, Australia, New Zealand or Switzerland.

<b>Visa Category</b>	<b>Visa Fee</b>
Child between (6 to 12) years	Rs. 2970
VFS Processing Fee	Rs. 674 (Inclusive of government service tax)
For all Categories	Rs. 5090

**Important :** The visa fee mentioned above excludes Kibria's service charge for visa processing.

## Transit

- ✓ Visa is required. Visa is issued for a maximum stay of five days and it is subject to possession of travel ticket and Visa for the country of final destination.
- ✓ Application form fully completed and signed by applicant. Form should be printed on A4 size paper then print should be taken in back to back page.
- ✓ Passport should have a validity of at least 6 months from the date of Travel.

- ✓ One recent passport size colored photograph (35 x 45 mm wide) with white background, 70-80% face coverage, Photograph taken with a digital camera must be high quality color and printed on photo-quality paper. Photograph should not be more than 6 months old. It should be glued to the form and not stapled.
- ✓ Visa for the next destination after Italy.
- ✓ Confirmed travel ticket of the final destination.
- ✓ Confirmed and prepaid hotel reservation (proof of it).

**Visa Category**

Child between (6 to 12) years  
VFS Processing Fee  
Visa fee is

**Visa Fee**

Rs. 2970  
Rs. 674 (Inclusive of government service tax)  
Rs. 5090

**Important:** The visa fee mentioned above excludes Kibria's service charge for visa processing.

Download Visa Forms

- ✓ [Visa Declaration](#)
- ✓ [Visa Form](#)