

## **CITI ULTIMA and CITI PRESTIGE card VIP Service.**

Enjoy a seamless visa application process - all you need to do is visit our Bangkok “Italy Visa Application Center”.

- No prior appointment required, but you are welcome to book a time if you’d prefer by emailing [vip.schengen@vfshelpline.com](mailto:vip.schengen@vfshelpline.com)
- Minimum supporting documents; just your valid passport, your CITI Bank ULTIMA or PRESTIGE Card, a medical insurance (valid for the Schengen area) and a proof that you are traveling to Italy (both airplane and hotel reservation are required).
- Our staff will help you complete your Schengen Visa Application Form directly at the Visa Application Center in the comfort of our Premium Lounge.
- No queueing on arrival at the Visa Application Centre, simply show your CITI Bank ULTIMA or PRESTIGE Card at the reception, and we’ll do everything else.
- Enjoy full access to our luxurious Premium Lounge.
- VFS will send you text messages (SMS) to keep track of your application while it is with the Visa Office of the Italian Embassy in Bangkok.
- Choose from passport collection at the Visa Application Centre or home delivery.
- This service is available to CITI Bank ULTIMA and PRESTIGE Card members wishing to apply for all types of Schengen visas.
- This services are also available to your direct family members (spouse, parent, son and daughter).
- Direct family members, who do not hold their own CITI Bank ULTIMA or PRESTIGE Card, must submit a document (e.g. marriage certificate, birth certificate, house registration) as a proof of being a direct a family member of the Cardholder.

**\*Documents required for minors (under 18 years old)**

Requirements for minor applicants still apply as usual as per following description:

- If minor applicant is traveling with both parents: original and copy of birth certificate and house registration with translation in English.
- If minor applicant is traveling with one of the parents: Original consent letter from District, legalized through the Ministry of Foreign Affairs, to be signed by the parent who is not traveling together with the minor, translated into English, birth certificate (copy and original) with translation in English and house registration (copy and original) with translation in English.
- If minor applicant is traveling alone: original consent letter to travel abroad from the District, legalized through the Ministry of Foreign Affairs, signed by both parents, translated into English, birth certificate (copy and original) with translation in English and house registration (copy and original) with translation in English.
- If one of the parents passed away: death certificate (original and copy) together with translation in English.
- If one of the parents has exclusive parental power: The Court Decree ordering it, legalized through the Ministry of Foreign Affairs, must be shown, translated in English.
- If submitting documents from countries other than Thailand, legalization from competent Embassy in Thailand is required.

**Translation and insurance service are available at the Visa Application Center. The cost of this service is 1500 Baht (including VAT) per person, which is in addition to the Schengen visa fee and the VFS service fee.**

**\*All visa applications will be assessed by the Visa Office of the Italian Embassy in Bangkok, in accordance with the Schengen Rules and this service does not guarantee that a visa will be issued.**