



Consulate General of Italy
Bengaluru

REQUISITES FOR TOURIST VISA (C)

Tourism visa (Schengen - short stay) entitles the holder to visit the Schengen countries for Tourism, visiting friends / family or other non-business-related purposes.

CHECKLIST			✓
1.	Passport / Travel Document	a) Issued within the previous 10 years, and the validity must not exceed 10 years. b) No Handwritten passports will be accepted. Passports with any hand note will not be accepted. c) Must have at least has a validity of 3 months after intended stay d) Have at least 2 blank pages. e) Should be issued within the jurisdiction of the Consulate General of Italy in Bengaluru (Karnataka, Tamil Nadu, Telangana, Andhra Pradesh, Puducherry); otherwise, an address proof of minimum 6 months is to be provided.	
2.	Visa Application Form duly filled	a) 2 signatures of the applicant (page 3-column 37 and page 4). Application forms for minors have to be signed by both the parents in both places. b) 2 passport sized photographs to be submitted c) Travel dates and duration of stay must be mentioned. d) Contact details must clearly be mentioned and pertain to the applicant, NOT TO THE AGENT.	
3.	Applicant Cover Letter	a) Name of the applicant and other members travelling; b) Travel dates, itinerary and duration of stay; c) Details of who will be bearing the expenses; d) Purpose of visit; e) Applicant's occupation and (if any) sponsor's occupation. In case of proprietorship, cover letter must be on company letterhead.	
4.	Leave sanction letter from employer.	This letter must be on company letterhead and must mention: a) the dates of leave sanctioned; b) Name, designation and signature of the authorised signatory.	
5.	Travel Itinerary / Complete stay details	Accommodation reservation (hotel, b&b) covering travel dates, confirmed on the booking website. If the applicant is travelling to any other Schengen countries apart from Italy, all travel and accommodation bookings must be submitted.	
		<i>In case of visit to an Italian citizen or to a foreigner resident in Italy:</i> Invitation letter from the Italian resident (Lettera d'invito) accompanied by a copy of ID proof (Identity card for Italians / Passport, Identity card and Residence permit for foreigner resident in Italy)	
		<i>In case of Enit groups:</i> Cover letter from Tour operator as per Enit format with list of passengers booked for a particular package tour with details of Name, Date of Birth and Passport No.	

6.	In case of Minor applicant	The Minor's passport must mention the full name of both parents . (In case of incoherence in names between the child's passports, parents' passports or affidavits, a "One and the same certificate" is required)	
		<i>In case of Minor travelling with one parent or with a third party:</i> Affidavit from the parent/s stating that he/she has no objection to the travel of the minor. The affidavit has to be notarized and legalized by the competent Home Department of the State of Residence. As an alternative the parent/s can sign a declaration legalized by the competent Italian Embassy/Consulate (based on the residency of the signing parent) <i>In case of parent/s resident in Italy:</i> the parent/s can prepare a similar self-declaration with a copy of his/her stay permit and passport.	
		<i>In case of Minor traveling with both parents:</i> Affidavit of consent is not required, provided that the names of both parents appear on said minor's passport.	
7.	Financial Status and Means of Sustenance.	a) Personal Bank Statement of the last 3 months with bank stamp and seal in original copy	
		b) ITR acknowledgement for the last 3 years or form 16A.	
		c) <i>In case of employment:</i> Salary slips of the last 3 months; Appointment letter from employer or Employment contract or work ID	
		c1) <i>In case of proprietorship:</i> Company's Bank Statement of the last 3 months with bank stamp and seal in original copy; Company's registration certificate	
		c2) <i>In case of retirement:</i> Pension statement of the last 3 months or proof of yearly income.	
8.	Sponsor (if any)	a) Cover letter confirming he/she will bear the expenses of the travel; b) Proof of financial status as per paragraph 7, in addition to the applicant's personal financial documents.	
9.	Applicant's Passport copy	a) Photocopy (one copy of the front page, one copy of the last page and a copy of the page in case any Observations are mentioned in the passport) b) Photocopy of all Schengen Visas issued in the last 10 years (if any)	
10.	Overseas medical insurance	a) Covering travel period with coverage of Euros 30000 inclusive of a repatriation clause. b) Minimum 10 days insurance is mandatory from the travel date.	
11.	Air Ticket	Copy of flight tickets or airline reservations (round trip).	

NOTE: The Consulate General of Italy in Bengaluru reserves the right to request a personal interview or additional documentation.

By signing, the applicant declares to have submitted the marked documents and confirms that the purpose of his/her visit to Italy/Schengen area corresponds to the category of visa requested.

Space reserved to VFS Global

Acknowledgement by Applicant

Date :

Sign :