Embassy of Italy
Nairobi

CHECKLIST FOR TOURISM
EU / EEA / SWISS FAMILY MEMBER **SCHENGEN VISA**

APPLICANT MUST APPLY IN PERSON - No stapling of documents - Please do not provide any document in the form of a screenshot or photo. All documents must be presented in A4 format.

WHO QUALIFIES AS A FAMILY MEMBER OF AN EU/SWISS CITIZEN?

- Spouse or **Registered** partner.
- A child (or another direct descendant) under 21 who is economically dependent or disabled.
- Parents (or other direct ascendants) who are economically dependent.
- Other family members who are economically dependent on the EU/EEA/Swiss citizen, or are disabled.

	☐	***Visa application, duly filled in English*** *and signed by the applicant (for minors: signed by both parents and legal guardian).*
	☐	***One biometric colour passport photo (not older than 6 months)*** (35 mm x 45 mm), on white background, full face and front view, in colour. Scanned or photocopied photos will not be accepted.
	☐	***Passport – Original & One copy of biometric page*** Valid for a period of *at least 3 months* after the applicant's last day of stay in the Schengen area and not older than 10 years. Please ensure that the passport is signed and has *2 FACING blank pages*.
	☐	***Copy of the EU/EEA national's passport or national identity card.***
	☐	***Documents proving family relationship with a citizen of the Union or a State of the European Economic Area or Switzerland*** **SPOUSE**: Copy of marriage certificate duly registered in the Country of origin of the EU citizen or in the Italian Municipality of Residence (*Estratto di Matrimonio Rilasciato dal Comune di Residenza*) or a document certifying the family member status (not older than 6 months) **CIVIL / REGISTERED PARTNERSHIP*:*** Original and photocopy of the civil partnership certificate (not older than 6 months) **DESCENDANTS AND CHILDREN:** Original and Photocopy of certified Birth Certificate
	☐	***Flight reservation*** Preliminary flight booking indicating the applicant's full name as per passport, departure city and destination.
	☐	***Documents proving that the applicant is travelling with a citizen of the Union or a State of the European Economic Area or Switzerland or is on the way to joining them.*** ☐ Copy of the airline tickets or booking for the applicant and the EU/EAA/Swiss citizen (if travelling together) OR ☐ Proof that the applicant is traveling to reach the EU/EAA/Swiss citizen (form "2024 Dichiarazione Alloggio Garanzia - Proof of Sponsorship")

IMPORTANT NOTES:

Citizens of Pakistan, Afghanistan, Iraq, Palestine, Yemen and Travel Documents Holders (with the three letters code XXA or XXB appearing in the ICAO) need to provide full names of mother and father from a birth certificate or Consular declaration + translation in English

- The Consular administration has full authority to evaluate and request additional documentation, if deemed necessary, in addition to what is submitted. Furthermore, the applicant is hereby informed that submitting all required documentation does NOT guarantee the issuance of any particular visa.
- The Embassy will only process the application once the required documents have been submitted in full.
- Please **verify the accuracy of the visa sticker** and communicate any discrepancies/corrections within 5 working days from collection/delivery.
- Please note that the **visa validity is based on the travel plans specified in the visa documentation**.
- The Embassy and VFS cannot assume the **responsibility to return original documents** presented with the application. The Applicant can show the original and give photocopies if needed.

I, the applicant declare that I have been informed by VFS staff about any incomplete / incorrect documentation regarding my Visa application and that I received back all my original documents, which I had showcased as evidence to the VFS staff.

Date: _____

Full Name of Applicant: _____

Signature of Applicant: _____

Name of VFS Staff: