

# CHECKLIST FOR FAMILY REUNION ( PARENT/S) ( LONG TERM VISA)

**APPLICANT NAME:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(Surname and Firstname in block letters only) (dd/mm/yy)

**CHECKLIST:** The following documents are required and should be submitted to VFS Global or the Embassy on the day of application. Photocopies must be clear and readable. Arrange your documents according to the list. Check the boxes to confirm the submission of your documents.

<b>1</b>	<b>ENTRY VISA APPLICATION FORM</b>
<input type="checkbox"/>	COMPLETELY filled in “National Visa D” <b>APPLICATION FORM</b> (Please DO NOT leave blanks in the form. Indicate “NA” if answer is not applicable. Application must be signed by BOTH parents)
<b>2</b>	<b>PHOTO</b>
<input type="checkbox"/>	One (1) recent <b>passport-sized</b> or <b>2x2 inch colored</b> ICAO standard <b>photo</b> with white background (ears should be exposed and with collared shirt/blouse)
<b>3</b>	<b>TRAVEL DOCUMENT</b>
<input type="checkbox"/>	<b>Old</b> (if available) and <b>current valid passport</b> (expiring date must be three months longer than visa requested period. <b>Please consider a 6-month validity</b> as required by the Philippine Bureau of Immigration)
<input type="checkbox"/>	Photocopy of Biographical page and last page of the valid passport
<b>4</b>	<b>NULLA OSTA</b>
<input type="checkbox"/>	Certificate of NO IMPEDIMENT (NULLA OSTA) of the request for petition from the Sportello Unico. Must be utilized within (6) months from the date of issuance
<b>5</b>	<b>DOCUMENTATION PROVING THE STATUS OF FAMILY MEMBER OF THE FOREIGN CITIZEN RESIDENT IN ITALY</b>
<input type="checkbox"/>	Photocopy of the Valid Permit of Stay of the petitioner. If expired, copy of the old Permit of Stay and copy of renewal receipt.  Photocopy of Petitioner’s other proof of identity (copy of their Carta d’identità and Biographical page of the passport.)
<b>6</b>	<b>PROOF OF RELATIONSHIP</b>
<input type="checkbox"/>	Original and photocopy of Birth Certificate of the petitioned issued by the NSO within the last six (6) months and authenticated by DFA within the last six (6) months

<input type="checkbox"/>	Original and Photocopy of Birth Certificate of the petitioner issued by NSO within the last six (6) months and authenticated by DFA within the last six (6) months
<input type="checkbox"/>	Original and photocopy of Marriage Contract issued by the NSO within the last six (6) months and authenticated by DFA within the last six (6) months.
<input type="checkbox"/>	For widow & widower, original and photocopy of Death Certificate issued by NSO within the last six (6) months and authenticated by DFA within six (6) months.
<input type="checkbox"/>	Original and photocopy of THE AFFIDAVIT OF FAMILY COMPOSITION notarized and legalized by DFA, containing the full name of each members (spouse, children- living or deceased), date of birth, complete address, working or not working. If not working , it should be specified in the Affidavit and should attach documents that proves the activity ( certificate of employment, business registration, ITR etc)
<b>7</b>	<b>OTHERS</b>
<input type="checkbox"/>	Original and photocopy of Certificate of Pension and Proof of Remittances
<input type="checkbox"/>	Original and photocopy of Employment Certificate or Business registration or land titles
<input type="checkbox"/>	Original and photocopy of Statement of No Income from the Municipality of Residence
<b>8</b>	<b>VISA FEE</b>
<input type="checkbox"/>	Visa Processing Fee + Service Fee in Cash ( Personal Appearance at VFS Italy Visa Application Centre)

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**(Applicant Signature and Date)**

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**FOR VFS USE ONLY**

*Comments from VFS officer (if any)*