

# CHECKLIST FOR RELIGIOUS VISA ( LONG TERM )

**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>ENTRY VISA APPLICATION FORM</b>
<input type="checkbox"/>	1. Download and fill up the following <b>“Schengen Visa National D” Application Form</b> ( <i>Please <b>DO NOT</b> leave blanks in the form. Indicate “NA” if answer is not applicable.</i> )
	<b>PHOTO</b>
<input type="checkbox"/>	2. 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>TRAVEL DOCUMENT</b>
<input type="checkbox"/>	3. <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"/>	4. <b>Photocopy of Biographical page</b> of the <b>passport</b>
	<b>DOCUMENTATION PROVING THE STATUS OF “RELIGIOUS PERSON” OF THE APPLICANT</b>
<input type="checkbox"/>	5. Original and photocopy of Note Verbale issued by Apostolic Nunciature
	<b>INVITATION</b>
<input type="checkbox"/>	6. <b>A letter of invitation</b> by the Congregation in Italy including the stamp of the Vatican (Segreteria di Stato)
	<b>PROOF OF ACCOMODATION</b>
<input type="checkbox"/>	7. <b>Confirmation of hotel booking, hotel voucher</b> or <b>letter of promise accommodation</b> by the host under the name of the traveler
	<b>HEALTH INSURANCE</b>
<input type="checkbox"/>	8. <b>Travel Health Insurance</b> of EUR 30,000 minimum coverage (with 15 days of allowance beyond travel period) and valid throughout Schengen area for emergency hospitalization and repatriation expenses.
	<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)

**FOR VFS USE ONLY**  
*Comments from VFS officer (if any)*