

Italy – D (NATIONAL) VISA FOR SUBORDINATE
WORK/ SEAFARERS Checklist



List of supporting documents

Dear applicant,

Thank you for your interest in applying for a visa for Italy. The following information is provided to assist you in lodging your application. You are encouraged to read it carefully and take note of all the information provided. It is important for you to do so, as failure to provide any required documents may affect the processing of your application.

You should lodge your application when you have all the required documents as detailed below.

| | |
|------------------------------|--|
| Applicant Name: | |
| Application tracking number: | |

Please prepare your documents in the following order

| D (NATIONAL) VISA FOR SUBORDINATE WORK/SEAFARERS | | | | | |
|--|--|--|----------|----|------------------|
| Valid for Italy for a duration between 91 and 365 days | | | | | |
| | DOCUMENTS | DESCRIPTION | ATTACHED | | OFFICIALS' NOTES |
| | | | YES | NO | |
| 1 | Passport (LS) | Must have a validity of at least 6 months prior to the returning date and 3 blank pages. | | | |
| 2 | National Visa Application Form | | | | |
| 3 | Colour ID Photos (x2) | VFS Global provides this service | | | |
| 4 | Photocopy of passport | | | | |
| 5 | Photocopy of all previous visas | | | | |
| 6 | Proof of Transport (LS) | <u>Confirmed</u> ticket proving the arrival into Italy. | | | |
| 7 | Travel Insurance (LS) | Must be: - valid for the entire Schengen area - valid for the duration of the stay; - cover for a minimum of 30.000 Euros; For visas of a validity of more than 1 year, the travel insurance must be valid for a minimum of 90 days. | | | |
| 8 | Proof of Residence in SA | In the form of a utility bill | | | |
| 9 | Formal request from the Shipping Company stating the need of a D (national) visa | Indicating the exact details of the Ship (type, size etc.), the exact work activity the applicant will be employed to undertake, exact date of the arrival of the Ship in the Italian Port and lastly the exact date the applicant will be boarding the Vessel | | | |
| 10 | Valid Seaman's book | Certified photocopy. | | | |
| 11 | Confirmation by the Italian Port Authority | Official written communication from the Italian Port Authority confirming the date of arrival of the Ship as well as the duration of stay of the Ship at said Port. | | | |
| 12 | Personal work contract of the Seafarer | Copy of the contract with the inviting Shipping Company. If the applicant is not directly employed by the Shipping Company a copy of the sub-contract | | | |
| 13 | Vessel Registration | Italian or International Certificate of registration of the Ship | | | |
| 14 | Proof of Payment | Copy of the VFS's receipt. | | | |