



Consulate General of Italy
Boston

LIST OF SUPPORTING DOCUMENTS TOURIST VISA

Name/s (as on the passport) & Lastname: _____

Place of birth: _____ Date of birth: ___/___/___

Mobile Number: _____ Email address: _____

**PLEASE PRESENT THIS CHECKLIST WITH THE SUBMITTED
DOCUMENTS ON THE DAY OF YOUR INTERVIEW.**

Important notes:

Please check the list below and select the appropriate box to confirm which documents you have submitted

N.	This application for Schengen visa contains:	Submitted	Not Submitted	N/A
1	Visa application form – long stay (Schengen Visa – C type) for stays less than 90 days.			
2	Recent passport photo			
3	Passport (and copy of relevant pages) or travel document valid three months over the planned stay in Italy. Passports issued more than 10 years before the dates of travel cannot be accepted. Passports must have at least two empty 'visa' pages. For non US citizens: Alien Registration Card or a valid US INS visa and letter from US government letters i.e. Advanced Parole, IAP66, I20 and copies, I797 (any visa or permit with the exception of B1-B2) with a validity of at least three months beyond the intended departure from the Schengen Area; Moreover for non-US citizens proof of residence such as State driving license, State ID, State Income tax, copy of lease or last three months utility bills;			
4	Round trip flight reservations from the U.S to the Schengen Area and departure from Schengen area;			

5	Proof of available lodging in Italy: tourist vouchers, hotel bookings with applicant name, offer of hospitality must be sent directly from Italy to this office. In case the applicant will be staying with friends/family, an original letter of invitation is required along with a copy of the host's ID ("Permit of stay" for non-European Union citizens);			
6	Proof of economic means of support (as per Ministry of Interior Directive 1.3.2000): last three months bank statements from a US bank ;			
7	<p>Documentation of socio-professional standing:</p> <p>a. Employed applicants: should provide recent letter of references from your employer, which must include employment start date, job title, annual salary and vacation period. <u>You must include your last three pay stubs</u>;</p> <p>b. Self-employed applicants: should provide business bank statements (last 3 months), copies of business income taxes, certificates of incorporation;</p> <p>c. Retired applicants: Copy of your retirement compensation from social security;</p> <p>d. Students: official school letter stating full time enrollment.</p> <p>e. Unemployed applicants : dependent spouses or parents should provide spouse's/child's employment information i.e. employment letter, pay stubs and joint income tax return or, in case you do not have a joint income tax, please provide original (plus one copy) of marriage/birth certificates. If the certificates are issued by a foreign authority other than the U.S., they will need to be legalized by the Italian Consular Office of the issuing Country; dependent children should provide parents' financial information (last three months bank statements, last 3 pay stubs and income tax return; in case the name of the child is not included in the parents' income tax, please provide original (plus one copy) of the child's birth certificate. If the certificates are issued by a foreign authority other than the U.S., they will need to be legalized by the Italian Consular Office of the issuing Country;</p>			
8	Proof of medical insurance covering the entire period of stay in Italy. US health insurances are accepted only with letter from the insurance provider confirming overseas coverage. The letter from your insurance company must state that you will be covered for any medical expenses, hospitalization and repatriation for at least 30,000 euro during your stay in the Schengen area. If your current insurance company does not provide such a coverage, you have to find an international insurance. Insurances that offer only reimbursements will NOT be accepted. INSURANCE MUST START THE FIRST OF ARRIVAL AND MUST BE VALID 15 DAYS AFTER THE RETURN DATE.			
9	FOR MINORS: For those between the ages of 14-18: - Original birth certificate (and one copy). Please note that all foreign documents must be translated into English and the legalized by the Italian Consular Authority in the Country that			

	<p>issued the certificate;</p> <p>- A letter from both parents granting permission to travel and assuming financial responsibility for -the entire trip. The authorization to travel must be signed by both parents and needs to be notarized by a U.S: notary public or if the parents leave abroad by the Italian Consulate of their Country of residence. At least one parent must be present at the Visa Office;</p> <p>- Assumption of responsibility of an adult during the minor’s trip to Italy duly notarized by a US or Italian notary public.</p>			
--	--	--	--	--

Other documents and/or personal declaration I ask to evaluate to support my Visa application:

I am aware that any other documents related to my visa application may be requested by the Visa Section;

I am aware that failing to provide appropriate and sufficient supporting documents may be a reason for refusal.

Applicant’s Signature

Boston, _____

This space below reserved for Visa Office staff:

Name and signature of Visa Office staff receiving the application : _____