



IMPORTANT: The application **must be submitted at least 15 days before the intended travel date**. Failing to do so will result in the application to be returned. Submission of an incomplete application will result in a visa refusal.

1	<input type="checkbox"/>	Application form duly completed and signed.
2	<input type="checkbox"/>	One passport size color photo, white background, maximum 6 months old (see specifications);
3	<input type="checkbox"/>	A valid passport (and a copy) satisfying the following criteria: <ul style="list-style-type: none">its validity must be at least three months longer than the visa requested. In case of more than one trip, the passport validity must be of at least 90 days from the last trip intended date;it must contain at least two blank pages;it must have been issued within the previous 10 years;it must hold a valid UAE visa. Damaged passports will not be accepted.
4	<input type="checkbox"/>	Copy of UAE Residence Visa valid at least 90 days from the intended return date.
5	<input type="checkbox"/>	Previous Schengen, USA, or UK visa copy.
6	<input type="checkbox"/>	No Objection Certificate from local sponsor/employer mentioning: <ul style="list-style-type: none">Name and designation of the applicant;Start of employment date;Applicant's monthly salary;No objection to travel to Italy;Duration of leave;Name and designation of the managerial signatory;Direct phone number and e-mail of the signatory;Provide copy of passport and UAE visa of the signatory.
7	<input type="checkbox"/>	Employment Labor Contract / agreement.
8	<input type="checkbox"/>	Copy of a valid trade license.
9	<input type="checkbox"/>	Verifiable evidence of sufficient means of subsistence during intended stay: <ul style="list-style-type: none">Last 3 months pay slips;Last 3 months bank statements (foreign bank accounts will not be considered);Last 3 months credit card statements;Any other document that might help evaluate your financial situation in the UAE (i.e. other bank accounts, personal properties, investments, etc...). Bank Statement should be on a bank letterhead. Photocopies or online statements must bear the original bank stamp.
10	<input type="checkbox"/>	An international medical insurance covering the entire stay with a minimum of 30.000 € coverage and full and unlimited coverage for hospitalization. Emergency repatriation flight as well as repatriation of mortal remains must be included. Detailed table of benefit must be provided.
11	<input type="checkbox"/>	Confirmed hotel booking. If the applicant will stay in a private accommodation, a Letter of invitation must be provided.
12	<input type="checkbox"/>	Confirmed flight reservation.
13	<input type="checkbox"/>	If the applicant is a minor: <ul style="list-style-type: none">A copy of both parents' (or legal guardians) passports;



- N.O.C.: Consent letter mentioning purpose of the trip, destination, exact dates. Letter must be signed by both parents/legal guardians directly at our Visa Application Center. If one of the parents is abroad, he/she will be asked by the Consulate to contact the nearest Italian Consulate/Embassy in order to sign the consent letter in front of an officer;
- Birth certificate: No birth certificate is required if the full name of both parents/legal guardians are mentioned (in English) in the applicant's passport; If not, an original or certified copy of the birth certificate (translated in Italian or English), duly legalized by the Italian Embassy/Consulate in the Country where the document has been issued, must be provided;
- Divorced parents: Original/legalized copy of the divorce sentence with clear mention of full custody (translated in Italian or English);

In the case of school-organized trips, a letter issued and signed by the school showing:

- the list of participants
- full name of the designated accompanying school staff, along with the copy of their ID and/or Passport.

Originals and/or certified copies will be returned if a copy is provided.

I understand that an application without a complete set of documents may result in the refusal of my visa application. The submission of a complete file does not guarantee the issuance of a visa. The passport will not be returned until the final decision on the visa is adopted. The Consulate General reserves the right to ask for a Personal Interview or any additional documents.

I also declare that I have read the information on the protection of personal data concerning the issue of visas pursuant to the General Data Protection Regulation (EU) 2016/679 available on the website <http://vistoperitalia.esteri.it>.

Date	Signature

OFFICIAL USE ONLY