

TOURIST VISA REQUIREMENTS FOR ITALY KOLKATA

Kindly check vfs/embassy website for latest visa requirements and quarantine rules, as they change frequently without any intimation.

Valid passport must not be older than 10 years also it must be valid for at least **THREE MONTHS** longer than the intended stay. The passport must also have at least **TWO BLANK PAGES** to affix the visa and should be along with all old passport booklets. Handwritten passports, Passports with observation and passports of 20 year validity are **NOT** acceptable.

2 Forms (Printed back to back, ONLY) to be filled and duly signed by the passenger in his own handwriting only.

Data Protection Form (EU) is mandatory to be signed by the applicant. **2 Recent Coloured** Photograph (Fresh ones i.e. NOT used earlier for any visa) should be: -

35mm x 45mm in dimension

On **matte finish** paper

With **White background**

With **80%** face coverage, non-smiling [without glasses, a hat/cap or other head covering, unless the applicant wears such items because of their religious belief or ethnic background and **not previously used in a visa**

Personal Covering Letter (Addressed to the Visa Officer, Italian Consulate, Kolkata) with mentioning duration of visit, purpose of visit, expenses clause .Details of all Applicants with name, passport number, If Applicable

Covering Letter should have an instruction to dispatch the passports to the below mentioned address after visa approval.

Please courier my passport to the following address:- Pax Name: _____ Address: 30/28, IIIrd Floor, (Opp. Mughal Mahal Restaurant) East Patel Nagar, New Delhi -110008

Travel Insurance as per Schengen specification, matching with ticket dates with risk coverage of Euro 30,000 and should be originally stamped(15 days extra from date of arrival in India). For downloading the list of Approved Insurance Companies and detailed information on Travel Insurance please visit our visa forms section of our website.

Tour itinerary /Day to day Itinerary

Confirmed Return Ticket (or ticket with Live PNR) , covering all the sectors

Confirmed Hotel as per the ticket (with hotel Name, Address, Telephone no and Email. Id)

Other proofs of adequate financial ties/ guarantees.

Original updated bank statement for last 3 months with bank seal and signature from the authorized person from the Bank.

Income Tax Return for Last 3 years.

Occupation proof

In case of Employee -Proof of employment(employment certificate/NOC)and Pay slip of last 3 months.

In case applicant is the proprietor / owner of the company-,Cover letter on companies letter head ,company`s Original 3 month`s bank statement (with bank seal and signature), proof of paid income tax (for 3 years), company memo, partnership deal, establishment license or proprietorship etc are required.

For student- leave letter / report card issued from School and ID is required.

If the applicant is sponsored - proof of sponsorship and/or private accommodation by completing a national form of the Schengen State concerned (see the website of the Member State of destination)

If the applicant is retired- Proof of retirement, pension statements for the last three months; - proof of regular income generated by ownership of property or business.

If minor is accompanied by one parent/travelling alone shall provide a **ATTESTED AFFIDAVIT** from relevant home department is required.

In Case of Honeymoon couples spouse name **MUST** to be endorsed on the passport. or original marriage certificate attested from home dept. and ministry of external affairs in Delhi and also note before marriage without endorsement of spouse name we can apply with engagement Photograph (Fresh ones i.e. NOT used earlier for any visa) and wedding card.

Declaration Form (IF TRAVEL IS WITHIN 10 DAYS OF SUBMISSION) To be signed by the applicant.

Authority letter on letter head/blank sheet from pax authorizing **Mr Pavan / Jagdish /Vasudevan** of Jetsave to submit the documents on his behalf.

BIOMETRIC MANDATORY for all Applicants w.e.f. 02-Nov-2015. (Please see instructions below)

Personal Covering Letter (Addressed to The Embassy of Italy) with mentioning duration of visit, purpose of visit, expenses clause .Details of all Applicants with name, passport number, If Applicable

Covering Letter should have an instruction to dispatch the passports to the below mentioned address after visa approval.

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For Incentive Group

- 1.Consulate requires Original Covering letter from company with day wise itinerary, Group list and company Financial documents (i.e. IT return ,Bank statement for last 3 three month with bank seal signature, Company Registration Certificate (Company sponsor).
- 2.Group List from tour operator (on letterhead).
- 3.Guarantee latter from tour operator (On letterhead).
- 4.Hotel confirmation with group name list

NOTE

- 1.Incase of minors, the visa application form is to be signed by both the parents.
- 2.Appointment for visa submission to be taken through VFS web site.
- 3.East India issued passport to be applied in Kolkata.
- 4.Embassy have stopped accepting the passports which are handwritten or have any observation on the front data page Hence, all such passport holders are requested to get a fresh passport booklet to apply for Visa.
- 5.The Embassy reserves the right to ask for additional documents and/or for a personal interview

IMPORTANT INSTRUCTIONS FOR BIOMETRIC:

From 2nd November 2015, **Biometric is mandatory** which will be **valid for 59 months**.

Personal appearance for visa application submission is mandatory for every traveler after 2nd November.

Applicants who have **undertaken the biometric after 2nd November, are NOT required to go for biometric again for next 59 months and JETSAVE SHALL BE SUBMITTING THEIR CASES.**

Jetsave provides very premium services for Schengen as listed below:-

Appointment Taking

Documentation Assistance and Scrutiny

Visa Fee Preparation

Meet and Assist For Biometric

Submission

Dispatch of Passports

Children under 12 years of age

Persons for whom the collection of fingerprints is physically impossible

Sovereigns and other senior members of a royal family, Heads of State and members of the national Governments (with their official delegations and spouses) if they travel for official purposes.

Applicant who have VIS printed on their last Schengen visa (provided the last Schengen visa is issued within 59 months)

MEDICAL REQUIREMENT

Travel Insurance as per Schengen specification, matching with ticket dates with risk coverage of **Euro 30,000**. For downloading the list of Approved Insurance Companies and detailed information on Travel Insurance please visit our visa forms section of our website.

FEES

Short Term - **Rs. 8090/-**(Adult)

Short Term - **Rs. 4050/-**(Child)

VFS charges **Rs. 1200/-**

PROCESSING TIMING

15-17 working Days.

Disclaimer :

*Applicants to check themselves for COVID related travel advisory / guidelines before their travel.

*Jetsave only facilitates visa related process and shall not bear any liability for any travel disruption or inconvenience if caused during the travel.

Note :

*Although our team takes very special care in updating visa requirements onto our website, possibility of human errors cannot be ruled out. *Many a times, Embassies/ Consulates change the visa requirements without any notice or publications and we come across such changes only after we apply for the respective visas. Hence, there may be some delay in website update for such cases. *In case of any discrepancy in visa requirements on our website we request you to please highlight and oblige us. Partners like you are the most critical component of our success. Thank you.

VISA FORMS

- ITALY VISA FORM
- HEALTH DECLARATION FORM
- TOURIST VISA CHECKLIST
- DATA PROTECTION (EU)
- Declaration Form

CONTACT PERSON

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Jetsave India Tours Pvt. Ltd.