



AMBASCIATA D'ITALIA A TEHERAN
DOCUMENT CHECKLIST FOR TOURIST VISA

	LIST OF MANDATORY DOCUMENTS
1	Visa Application Form Application Form completely filled and signed with two (2) Signatures.
2	Photograph Two (2) photographs 35x40 mm with white back ground
3	Passport Passport with 90 days validity from the date of return from the Schengen area and with at least 2 non-used visa pages.
4	Financial Means Documents proving financial means of support during your stay in Italy, (Translated in English) Bank Statement for last three months showing the transactions, signed and stamped by bank Optional: Bank guarantee from Italy & Title Deed
5	International Health Insurance Medical Travel Insurance with coverage of Minimum 30,000 covering the entire trip.
6	Airline Tickets or Reservations Airline tickets or reservations
7	Copy of Passport and Previous Visa Passport(first page), previous Schengen, UK and US visa.
8	Invitation from an Italian Citizen or Foreigner Permanently Resident Hotel Booking covering the stay during entire trip. OR Invitation from an Italian citizen or a foreigner resident in Italy according to the format provided. The above mentioned document shall be accompanied by one of the below identity document Copy of Valid passport of Italian citizen OR Copy of Valid Identity card of Italian Citizen. click here .
9	Birth Certificate (Translated by legal translator in English or Italian) Birth Certificate (Translated by legal translator in English or Italian)
10	Valid Resident Card Foreigner resident in Italy requires to submit Copy of valid resident permit & Passport copy.
11	Documents proving the actual existence and operational activity of the Iranian Enterprise Original Work Documents (Translated by legal translator in English or Italian) For Executives and members of the board of companies: Recent Official Gazette (not older than three years) where the constitution and registration of the enterprise, as well as the name of the applicant are recorded. In case the Official Gazette is older than three years, the applicant must also submit more recent Official Gazette (not older than three years) to highlight possible changes on the company's constitution or a registry office certificate declaring that the company is still active despite no changes have been registered. Self-employed Valid working license, issued by the Municipality of residence or valid Commercial Paper. Private or State employees Either lists of the insurance fees (Social Insurance) payment relating to the last six months or personal card of affiliation to a State or State controlled organization, Labor Contract Optional : Presentation letter.

DECLARATION:

I understand that an application without a complete set of documents (see the checklist above) may result in the refusal of my visa application.
The submission of a complete file does not guarantee the issuance of a visa.
The Consulate General of Italy in Iran reserves the right to ask additional documents and a personal interview.

Applicant's Signature:

Date