



CONSOLATO GENERALE D'ITALIA
DUBAI - EMIRATI ARABI UNITI
DOCUMENT CHECKLIST FOR TOURIST
VISA- VISIT FAMILY/FRIENDS

LIST OF MANDATORY DOCUMENTS	
1	Application form duly completed and signed. Forms can be downloaded at www.it.ckgs.ae/apply-for-a-visa/documents-forms.html
2	1 passport size colour photograph, white background please check the specifications at www.it.ckgs.ae
3	Original and 1 photocopy of passport valid for 90 days from the return date. Issued less than 10 years ago, at least 2 free pages (face to face)
4	Photocopy of UAE Residence Visa valid at least 90 days from the date of intended end of the requested visa.
5	Previous Schengen, USA, UK visa photocopy.
6	No Objection Certificate from local sponsor or employer It should mention: <ol style="list-style-type: none">1 Name and designation of the applicant2 Name and designation of the managerial signatory3 Applicant's monthly salary4 Start of employment date5 No objection on travel to Italy
7	NOTE: The owner of a company would require NOC and Trade license copy. House wife and other dependent's require NOC from the sponsor (passport copy and visa copy is required from sponsor). Applicant cannot sign the letter themselves
	Company License and Employment Labour Contract
8	Proof of adequate financial means (Bank statements of the last 3 months) Note: Bank Statement should be on a bank letter head , or photocopies with original bank stamp. Online statements are not accepted.
9	Letter of invitation of the Italian host (lettera invito dall'Italia) or details of private Accommodation ,Forms can be downloaded at www.it.ckgs.ae/apply-for-a-visa/documents-forms.html
10	Medical travel insurance: minimum coverage euro 30,000 inclusive of repatriation flight.
11	Copy of Flight Booking
12	A minor traveling accompanied or unaccompanied should have a consent letter signed by both Parents and copy of the parent's passports. A minor traveling with only one of the parents should have a consent letter signed by the other parent and a copy of that parent's passport.
13	NOTE : The passport cannot be withdrawn once the application is submitted.
14	Processing times for your application can range anywhere from 5 to 15 days.

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 Dubai reserves the right to ask additional documents and a personal interview.

Applicant's Signature:

Date