



# Arius Holidays



Accredited  
Agent



9980093838

[info@ariusholidays.com](mailto:info@ariusholidays.com)

[www.ariusholidays.in](http://www.ariusholidays.in)

#20,NTI Layout, Next to HDFC Bank,  
Vidyaranyapura, Bengaluru  
Karnataka 560097



## DOCUMENTS REQUIRED FOR ITALY TOURIST VISA

- Passport / Travel Document
  - Issued within the previous 10 years, and the validity must not exceed 10 years.
  - No Handwritten passports will be accepted. Passports with any hand note will not be accepted.
  - Must have at least has a validity of 3 months after intended stay
  - Have at least 2 blank pages.
  - Should be issued within the jurisdiction of the Consulate General of Italy in Bengaluru (Karnataka, Tamil Nadu, Telangana, Andhra Pradesh, Puducherry); otherwise, an address proof of minimum 6 months is to be provided.
- Visa Application Form duly filled
  - 2 signatures of the applicant (page 3-column 37 and page 4). Application forms for minors have to be signed by both the parents in both places.
  - 2 passport sized photographs to be submitted
  - Travel dates and duration of stay must be mentioned.
  - Contact details must clearly be mentioned and pertain to the applicant, NOT TO THE AGENT.
- Application Cover Letter
  - Name of the applicant and other members travelling;
  - Travel dates, itinerary and duration of stay;
  - Details of who will be bearing the expenses;
  - Purpose of visit;
  - Applicant's occupation and (if any) sponsor's occupation.

In case of proprietorship, cover letter must be on company letterhead.
- Leave sanction letter from employer

This letter must be on company letterhead and must mention:

  - the dates of leave sanctioned;
  - Name, designation and signature of the authorised signatory.
- Travel itinerary / Complete stay details
  - Accommodation reservation (hotel, b&b) covering travel dates, confirmed on the booking website.

If the applicant is travelling to any other Schengen countries apart from Italy, all travel and accommodation bookings must be submitted.

  - In case of visit to an Italian citizen or to a foreigner resident in Italy:  
Invitation letter from the Italian resident (Lettera d'invito) accompanied by a copy of ID proof (Identity card for Italians / Passport,  
Identity card and Residence permit for foreigner resident in Italy)
  - In case of Enit groups: Cover letter from Tour operator as per Enit format with list of passengers booked for a particular package tour with details of Name, Date of Birth and Passport No.



# Arius Holidays



Accredited  
Agent



9980093838

[info@ariusholidays.com](mailto:info@ariusholidays.com)

[www.ariusholidays.in](http://www.ariusholidays.in)

#20,NTI Layout, Next to HDFC Bank,  
Vidyaranyapura,Bengaluru  
Karnataka 560097



- In case of minor applicant
  - The Minor's passport must mention the full name of both parents. (In case of incoherence in names between the child's passports, parents' passports or affidavits, a "One and the same certificate" is required)
  - In case of Minor travelling with one parent or with a third party:  
Affidavit from the parent/s stating that he/she has no objection to the travel of the minor. The affidavit has to be notarized and legalized by the competent Home Department of the State of Residence.  
As an alternative the parent/s can sign a declaration legalized by the competent Italian Embassy/Consulate (based on the residency of the signing parent)  
In case of parent/s resident in Italy: the parent/s can prepare a similar self-declaration with a copy of his/her stay permit and passport.
  - In case of Minor traveling with both parents: Affidavit of consent is not required, provided that the names of both parents appear on said minor's passport.
- Financial Status and Means of Sustenance
  - Personal Bank Statement of the last 3 months with bank stamp and seal in original copy
  - ITR acknowledgement for the last 3 years or form 16A.
  - In case of employment:
    - Salary slips of the last 3 months;
    - Appointment letter from employer or Employment contract or work ID
  - In case of proprietorship:
    - Company's Bank Statement of the last 3 months with bank stamp and seal in original copy;
    - Company's registration certificate
  - In case of retirement:
    - Pension statement of the last 3 months or proof of yearly income
- Sponsor (if any)
  - Cover letter confirming he/she will bear the expenses of the travel;
  - Proof of financial status as per paragraph 7, in addition to the applicant's personal financial documents.
- Applicant's passport copy
  - Photocopy (one copy of the front page, one copy of the last page and a copy of the page in case any Observations are mentioned in the passport)
  - Photocopy of all Schengen Visas issued in the last 10 years (if any)
- Overseas medical insurance
  - Covering travel period with coverage of Euros 30000 inclusive of a repatriation clause.
  - Minimum 10 days insurance is mandatory from the travel date.
- Air ticket
  - Copy of flight tickets or airline reservations (round trip).



# Arius Holidays



Accredited  
Agent



9980093838

[info@ariusholidays.com](mailto:info@ariusholidays.com)

[www.ariusholidays.in](http://www.ariusholidays.in)

#20,NTI Layout, Next to HDFC Bank,  
Vidyaranyapura, Bengaluru  
Karnataka 560097



## DOCUMENTS REQUIRED FOR ITALY TOURIST VISA

- Passport/Travel Document
  - No Handwritten passports will be accepted. Passports with any manual observations will not be accepted.
  - Must have at least has a validity of 3 months after intended stay
  - Have at least 2 blank pages.
  - Should be issued within the jurisdiction of the Consulate General of Italy in Bengaluru (Karnataka, Tamil Nadu, Telangana, Andhra Pradesh, Puducherry); otherwise, an address proof of minimum 6 months is to be provided.
- Visa Application Form duly completed
  - 2 signatures of the applicant (page 3-column 37 and page 4).
  - 2 passport sized photographs to be submitted
  - Travel dates and duration of stay must be mentioned.
  - Contact details must clearly be mentioned and pertain to the applicant, NOT TO THE AGENT.
- Covering letter from Indian company in original and on company letterhead
  - Name & designation of applicant and other members travelling.
  - Travel dates, itinerary and duration of stay.
  - Mention the details of the sponsor of the trip.
  - Purpose of the visit/meetings/conference/training or business-related events.
  - Name, designation and signature of the authorized signatory.
  - Attach a copy of the company Registration Certificate/ Memorandum of articles.
- Company Financial Documents
  - Bank statement of the Indian company for the last one year with Bank Stamp and signature with employer clear visible. Please inform the bank that you need it to apply for a visa. (Companies authorised by the Consulate General of Italy in Bengaluru are exempted from submitting the Bank Statement)
- Invitation letter (LoI) of Italian company on letterhead
  - LoI must be sent via email by the inviting company to [bangalore.visa@esteri.it](mailto:bangalore.visa@esteri.it) before visa application's submission.
    - Copy of LoI to be attached, if not original, in coloured photocopy.
    - The LoI should declare who would be sponsoring the trip
    - Link for letter of invitation for Business
- Inviting Person & Company
  - a) Copy of the passport or Identity card of the person in Italy who is signing the invitation letter.
  - b) Copy of the Visura Camerale of the inviting Company (Registration with the local Chamber of commerce) dated not less than six months prior to the intended.
- Applicant's Travel Itinerary / Complete stay details



# Arius Holidays



Accredited  
Agent



9980093838

[info@ariusholidays.com](mailto:info@ariusholidays.com)

[www.ariusholidays.in](http://www.ariusholidays.in)

#20,NTI Layout, Next to HDFC Bank,  
Vidyaranyapura, Bengaluru  
Karnataka 560097



- Confirmed hotel reservation covering travel dates. This can be mentioned on the invitation letter by the party bearing the expenses or can be separately submitted. If the applicant is travelling to any other Schengen countries also apart from Italy, then hotel booking for the same is required.
- Applicant's Financial Status and Means of Sustenance
  - Personal Bank Statement of the last 3 months with bank stamp and seal in original copy
  - ITR acknowledgement for the last 3 years or form 16A.
  - In case of employment:
    - Salary slips of the last 3 months;
    - Appointment letter from employer or Employment contract or work ID
  - In case of proprietorship:
    - Company's Bank Statement of the last 3 months with bank stamp and seal in original copy;
    - Company's registration certificate
- Passport copy of the applicant
  - Photocopy: One copy of the front page, one copy of the last page.
  - Photocopies of all previous Schengen Visas. Photocopies of valid US and UK Visas.
- Overseas medical insurance
  - Covering travel Period with coverage of Euros 30000 inclusive of a repatriation clause.
  - Minimum 10 days insurance is mandatory from the travel date in Schengen.
- Air Ticket
  - Return flight details or airlines reservation printout.
  - Proof of all internal travel within the Schengen territory including train bookings, car rentals.

*By using our services, you agree to adhere to the following terms and conditions. Please note that this list is for reference only; the actual requirements are determined by the Consulate and are subject to change at their discretion. Arius Holidays is not liable for visa approvals or rejections based on this list.*