

## **INVITATION VISA**

### **REQUIRED DOCUMENTS**

- 1) Short – stay visa application form duly filled by the applicant. Complete residential and official (if applicable) address, telephone numbers, name of parents must be written in the form. In case of minor(s), the form should be signed by both parents The visa application form can be downloaded from the website [www.ambislamabad.esteri.it](http://www.ambislamabad.esteri.it) or <https://vistoperitalia.esteri.it/home.aspx>
- 2) Two color passport-size photographs no older than 6 months, in white background and un-edited. One photograph must be glued on the visa application and the second one, bearing on the reverse side the applicant's full name, should be attached to the application form with a paper clip
- 3) Copy of the National ID Card (CNIC)
- 4) An ordinary passport valid at least three months from the expiry date of the visa applied for. This document must have at least two empty pages. All previous passport(s), if any, are to be attached. In case of lost passport(s), the Police Report must be attached in original to the form.
- 5) Applicant from a Third Country residing in Pakistan must provide supporting documents attesting their legal residence in Pakistan
- 6) If the applicant has been denied a Visa by an Embassy/High Commission in the last two years, written relation concerning the reason of travel and refusal (copy of refusal letter could be attached to the form)
- 7) A letter of invitation from the host/organizer of the event, stating the name, date of birth, passport details, organization he/she belongs to. This letter must clearly state the nature of the event and its duration. If the host is also responsible for your means of support (accommodation, travel, food..) this must be clearly stated in the invitation letter
- 8) Original signed letter of the applicant's company/employer (where applicable) stating name, position, salary, duration of employment, address and contact numbers of the employers, duration of visit to the Schengen State(s). Government employees must provide the departmental NoC to apply for visa, issued from competent authorities. If the applicant is a student, original signed letter from the applicant's school/college or University.

- 9) Supporting documents of personal income:
    - Original bank statement of the last six months, indicating salary transfers in case of being employed
    - Last three salary slips
    - National Tax Number Certificate for previous two years and proof of income tax payments with FBR (where applicable)
  - 10) Copy of flight(s) bookings
  - 11) Travel medical insurance for at least 30.000 euros. The insurance must cover medical and hospital expenses, for the entire period of your stay in Schengen territory, as well as repatriation costs.
  - 12) Copy of Family Registration Certificate issued by NADRA, only if a family member is accompanying the main applicant
  - 13) Underage applicant(s) travelling with a single parent must bear a written consent of the other parent, with copy of his/her FRC.
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- Admissibility of applications will be treated as per Visa Code (EU Regulation (CE) n.810/2009).
  - It is highly recommended for timely processing of the application that the same be complete of all the above requested documents.
  - The Embassy reserves the right to ask for additional supporting documents
  - Any forged/fake documents will be reported to the relevant Authorities