



Consulate General of Italy, Lagos

REQUISITE DOCUMENTS FOR TOURIST VISA

- Application form duly filled in block capitals. Application must be signed and dated by applicant on submitting the application. The visa application form can be downloaded from this web site.
- Two recent colour passport-size photographs (white background), size 3,5 x 4,5 cm. As to the technical specification see the relevant document.
- Passport valid for at least 3 months after the expiry date of the requested visa and containing at least 2 empty pages.
- Copy of the passport page containing holder's data and those mentioning an extension of validity.
- Copies of any previous and current visa (if applicable).

A. DOCUMENTATION RELATING TO THE PURPOSE OF THE JOURNEY

- documents relating to the itinerary: a) confirmation of the booking of an organised trip or any other appropriate document indicating the envisaged travel plans: flight booking (Please note that no ticket should be purchased); b) in the case of transit: visa or other entry permit for the third country of destination; tickets for onward journey;
- hotel booking or
- original letter of hospitality from a hosting person living in Italy. In this case, the following documents should be submitted: copy of the identity card or passport of the hosting person plus photocopy of Residence Permit (Permesso o Carta di Soggiorno) if the host person is a foreigner). The model of this letter of hospitality can be downloaded from this web site;
- proof of family ties with the host/inviting person (if applicable);
- Letter from the applicant's employer stating: a) Professional status of applicant; b) period of leave;
- Overseas Medical Insurance with minimum coverage of Euro 30,000 (including repatriation flight and hospital care) issued by a local insurance company (listed by the Schengen Diplomatic missions) or one based in Europe.

B. PERSONAL DOCUMENTATION PERTAINING TO THE APPLICANT'S PERSONAL FINANCIAL MEANS

- proof of financial means in the country of residence:
 - a) personal bank statement covering the last six months
 - b) documentation pertaining to financial investments (if applicable)
 - c) certificate of payment of tax on personal income (PIT)
- proof of employment:
 - a) letter of employment stating duration of employment and financial terms
 - b) pay-slips covering the last six months (if applicable)
- in case the applicant is the owner of a company or an individual trader
 - a) Certificate of Incorporation + Memorandum and Articles of Association or Certificate of Business Name Registration
 - b) Form C.O. 7 or equivalent (listings of the Company's Directors)
 - c) Income Tax Clearance Certificate
- proof of real estate property (if applicable);
- proof of integration into the country: documents attesting the applicant's professional status
- In the case the applicant cannot provide evidence of personal income, a bank guarantee ("fidejussione bancaria") established by the host person in Italy should be submitted. The amount of this bank guarantee has to be established in accordance with the relevant decree of the Italian Ministry of Interior;

C. DOCUMENTATION IN RELATION TO THE APPLICANT'S FAMILY SITUATION

- marriage certificate (if applicable)

IN CASE OF A CHILD APPLYING FOR A TOURIST VISA

- the visa application form has to be signed by both parents.

The following documents should be provided:

- marriage certificate of the parents or Sworn Affidavit;
- birth certificate of the child and also any other document providing proof of the identity of the child's parent;
- letter from the school stating the class attended and giving permission of absence;

If the child is travelling with one of the two parents

- The parent who is not travelling with the child should give a written consent in the form of a Sworn Affidavit issued by a High Court including the parent's identity photograph and copy of his/her passport

APPLICANTS SHOULD NOTE THE FOLLOWING :

- Additional documents may be required in certain cases.
- All the documents should be provided in original and copy. Original documents (except bank statements) will be returned to applicants while copies will be kept with the visa application.
- Any **forged/fake document or passport** submitted will not be returned to the applicant who might be prosecuted in both the Italian and the Nigerian Court.