

Updated: 9 Aug 2010

### **CONSULATE GENERAL OF ITALY**

85-Old Clifton, Karachi. TEL: 021-5879605, 5874582, 5831007, 5870031 FAX: 021-5870134.

Website: www.conskarachi.esteri.it

#### EMBASSY OF THE REPUBLIC OF ITALY

54, Margallah Road, F-6/3, Islamabad. TEL: 051-2828982, 2829229, 2829106 FAX: 051-2829026

E-mail: <a href="mailto:segreter@embassy.italy.org.pk">segreteria.ambislamabad@esteri.it</a>
<a href="mailto:www.ambislamabad.esteri.it">www.ambislamabad.esteri.it</a>

Note: Please note that the Embassy have right to ask for additional / original documents and Embassy reserves the right to call for personal appearance.

## **Tourist Visa Requirements:**

#### **Tourist Visa**

- 1. Valid passport (at least three months beyond the expiry date of the requested visa)....
- 2. Application form completely filled in and signed + complete and correct phone number and address
- 3. One passport size photograph with **white** back ground (see below)
- 4. Proof of appropriate financial funds available
- 5. Travel insurance (Please note revise Insurance Policy if your stay for One week consulate required three weeks Insurance policy)
- 6. Non transferable airline return ticket or reservation
- 7. Hotel reservation
- 8. Letter of the employer mentioning monthly salary earned by the applicant
- 9. Personal Bank Statement with Bank Letter up Date.
- 10. One set of photocopies of the above mentioned documents
- 11. Passport Submission and Collection copy of I.D card and the Authority Letter required.

Visa Fee:

Short Stay: Rs. 6,600/-

- TCS Charges Rs.350/-
- FedEx Charges: Rs.2,300/-
- Service Charges Rs. 500/-







### **Business Visa Requirements:**

- 1. Valid passport (at least 6 months beyond the date of the submission of application)
- 2. Application form duly filled in and signed by the applicant
- 3. One passport size photograph with **white** back ground (see below)
- 4. Evidence of the fact that the applicant is a businessman (contract of employment, salary slip)
- 5. Certificate of registration of the Pakistani company to the Chamber of Commerce and its letter of recommendation
- 6. Evidence of the activity of the company in Pakistan: first its current account, then all relevant documents certifying existing commercial ties with Italy (bill of lading, contracts, letter of credits, etc), if any
- 7. Letter of invitation should be on Italian format.
- 8. Fill Company profile (specimen provided by the Italian Consulate/Embassy)
- 9. Personal Bank Statement with Bank Letter up Date also the company.
- 10. Proof of financial funds available of the applicant for the period of stay in Italy (traveler's cheques, credit cards) according to the table A annexed
- 11. Hotel reservation or accommodation in Italy (if not provided by the inviting Italian company) – i.e. Name, complete address and telephone number of the hotel
- 12. Travel insurance\* (Please note revise Insurance Policy if your stay for One week consulate required three weeks Insurance policy)
- 13. Non transferable airline return ticket or reservation
- 14. One set of copies of all the documents
- 15. Passport Submission and Collection copy of I.D card and the Authority Letter required. 11151

Visa Fee:

Short Stay: Rs. 6,600/-

TCS Charges Rs.350/-FedEx Charges: 2,300/-

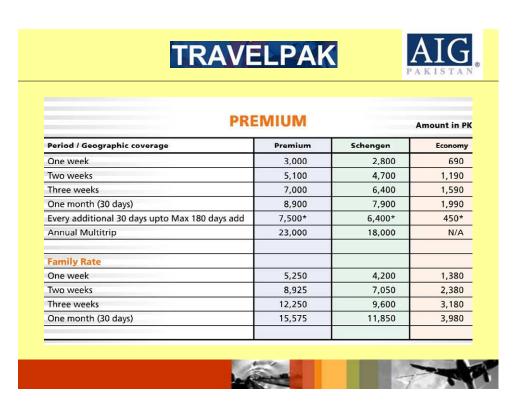
Service Charges Rs. 500/-

#### AIRPORT TRANSIT VISA

- 1) Valid passport (at least six months beyond the date of the application)
- 2) Application form duly filled in and signed by the applicant, together with complete applicant address and phone number
- 3) One passport size photograph with **white** back ground (see below)
- 4) Visa fee: **Rs.** 6,600/-
- 5) TCS Charges Rs.350/-
- 7) FedEx Charges Rs.2,300/-
- 8) Service Charges Rs.500/-
- 9) Travel ticket
- 10) Passport Submission and Collection copy of I.D card and the Authority Letter required.

# TRANSIT VISA

- 1) Valid passport (at least six months beyond the date of the application)
- 2) Application form duly filled in and signed by the applicant together with complete applicant address and phone number
- 3) One passport size photograph with white back ground (see below)
- 4) Visa fee: **Rs.** 6,600/-
- 5) FedEx Charges Rs. 2,300/-
- 6) TCS Charges Rs.350/-
- 7) Service Charges Rs.500/-
- 8) Travel ticket
- 9) Visa of the destination country
- 10) proof of the effective need or convenience of passing through the Schengen area
- 11) proof of economic means according to Table A
- 12) Passport Submission and Collection copy of I.D card and the Authority Letter required



### **Visa Office Timings**

TCS / FedEx

**Submission:** Monday – Saturday 09:00am to 3:30pm,

Friday 09:00am to 11:30am.

Passport Collection: Monday – Friday 03:00am to 04:30pm

Processing time: 4 weeks

# REQUIRED INFORMATION FOR VISA PROCESSING:

- 1. Marital Status
- 2. Parents Name
- 3. Spouse's Name, Date of Birth & Place of Birth
- 4. Home Address & Telephone No.

