

## **BUSINESS**

- 1 - 03 Photocopies of the passport data page
- 2 - photocopies of old visas (Schengen, USA Canada or *United Kingdom*)
- 3 - 01 photocopy of the national identity card (for nationals) or residence permit for foreigners
- 4- The invitation letter on company letter head paper according to the model "**Lettera di invitoper affari**",
- 5 - a photocopy of the inviting person ' s passport or identity card
- 6-the copy of the registration of the Italian company at the Italian Chamber of Commerce  
**(visura camera) 2019 or 2020**
- 7 - **Invoices payment order navigation card bills of lading bills of lading Pro-forma invoices**
- Photocopy of correspondence**
- 8 - **Cameroonian company documents**

### **a - FOR TRADERS OR BUSINESS MANAGERS**

- Company status
- Trade register
- Outstanding royalty plus patent payment receipt 2017 2018 2019
- Taxpayer's card, certificate of location
- Personal and company bank history for the last 6 months, photocopy of visa card (if applicable)

### **b- FOR WORKERS on assignment by their company**

- Produce the documents of his company see above n0 8 a
- Employment contract
  - Certificate of employment
  - Mission Order
  - Pay slips last 6 months
  - Personal and company bank history for the last 6 months, photocopy of visa card (if applicable)
- 8 reservation (**please note that HRS portal reservations are no longer accepted**)
  - 9 -Insurance policy: mentioned area of coverage (**Schengen or Worldwide**) and **above all with no deductible.**
  - 10 flight
  - 11 - Marriage and birth certificates and photocopies of children's certificates (if applicable)
  - 12 - Proof of ownership (if applicable)

**NB:** \* For conferences, the invitation letter must be accompanied by a photocopy of the passport or identity card of the person who signed the invitation.

- **All documents must be supplied in two batches (photocopies and originals).**