

# **Declaration for Missing Document**

I, \_\_\_\_\_

Passport No. \_\_\_\_\_ hereby confirm that VFS has advised me regarding the following missing document(s)/ information in my application. Nevertheless, I have insisted that the application be submitted to the Consulate General of Italy and I am aware that the Consulate at its discretion will decide on my visa application/ may ask me to provide the pending document(s).

Missing Document(s) Information:

- Letter of Authority (for submissions through a third person)
- Photograph
- Damaged Passport
- Original covering letter
- Invitation letter
- Hotel booking
- Copy of inviting person
- Updated bank statement of last 3 months with Bank seal & stamp.
- Last 3 years IT returns
- Last 3 months salary slips
- Insurance not provided/ inadequate
- Air booking itinerary/ticket not provided/ inadequate
- Signatures on application form
- Residence proof
- Leave letter
- Any other
- .....
- .....
- .....

**Applicant Signature:** .....

**In case the application is being submitted by a representative/Travel Agent**

**Name of Rep/Travel Agent:** .....

**Rep/Travel Agent Signature:** .....

**Name of VFS staff:** .....

**Date:** .....