



## REQUISITE DOCUMENTS FOR EMPLOYMENT VISA

**MANDATORY DOCUMENTS:** Please show original documents at the time of Submission of Application for Verification

S.No.	Requirements	YES	NO
1.	a. Application form fully completed and signed by the applicant		
	b. Two recent passport-size photographs (white background). Please do not staple the photographs to the application form		
3	Passport/Travel Document must: a) Have been issued within the previous 10 years and the validity must not exceed 10 yrs b) At least have a validity of 3 months after intended stay. c) Have 2 Blank Pages		
3.	a. Photocopy of “Autorizzazione al lavoro subordinato” (Authorization for dependent work) issued by competent “Ufficio Provinciale del Lavoro” (Labour Provincial Directorate) whose date is not prior to six months, duly authorized by competent “Questura” (Police Headquarters) or		
	□pg(p)Original and photocopy of “Autorizzazione al lavoro” issued by competent “Ufficio Provinciale del Lavoro – Segreteria Collocamento Spettacolo, Via Fornovo 8, 00193 ROMA (Labour Provincial Directorate – Division for the Show Business) or by the “Ufficio Speciale Collocamento dello Spettacolo” at Palermo (Special Labour Office		
4.	In this case, however, an “undertaking letter” by the employer is mandatory, Assuring that the applicants will return to India after the completion of their Work contract		
	Photocopy of all observations in the passport		
	<b>SUPPORTING DOCUMENTS:</b>		
1.	Please show original documents at the time of Submission of Application for Verification		
2.	If the work for which the authorization has been granted requires special skills, proof of skills is to be documented		

\* If any change has occurred in this regard an adequate proof of residence needs to be submitted (bank account, telephone/electricity bill, etc.)

**PLEASE NOTE:** The Embassy/Consulate reserves the right to verify the documentation submitted. In this case the maximum period of 30 days fixed by the Italian law for the evaluation of this type of visa will be suspended till verification is completed.

COMMENTS:

DATE