



Ambasciata d'Italia

Amman

No	CHECKLIST FOR SHORT STAY VISA – TOURISM (minors under 18 years)	YES	NO
1	<p><b>Application form duly completed and signed by parental authority/legal guardian</b>  <b>If the minor travels with only one of the parents</b>, the other parent must provide a signed authorization duly notarized by the public notary.  <b>If the minor travels without parents</b>, both parents must provide a signed authorization duly notarized by the public notary  <b>If the minor travels with both parents having already a valid Schengen visa</b>, a copy of the parents' Schengen visa , flight and hotel booking must be provided</p>		
2	<b>Passport or ID copies of both parents</b>		
3	<p><b>Original passport</b>,  - 1 passport copy and copies of previous Schengen visas if available  - The passport should not be older than 10 years  - The passport must be valid for at least 03 months after the expiry date of the requested visa  - The passport must have at least 02 blank pages (without stamps) and be in a good condition  - For non-Jordanian applicants with residence in Jordan: proof of legal residence in Jordan, valid one month after the intended trip or permission to re-enter Jordan.</p>		
4	<b>One recent passport-size photo</b> (not older than 6 months and with white background).		
5	<b>Family booklet with translation in English</b>		
6	<p><b>Evidence school background</b>  For students: present school certificate of enrolment/attendance, absence.</p>		
7	<p><b>Evidence destination / host:</b>  - If staying with a relative/friend, an invitation letter from the host (official format, according to Italian regulations) with a copy of their passport or ID.  - Hotel reservation or proof of other accommodation (containing the exact address in Italy)  - Flight reservation or E-ticket (round trip). It is important that the code or the booking reference is shown on the reservation provided. In addition, in case the bookings were not done online, the name of the travel agency should be seen on the reservation as well.</p>		
8	<p><b>Evidence financial means:</b>  - Proof of sufficient financial means to cover the costs of the stay guarantee (Up-to-date bank account statement in English <b>for the last 3 months</b> duly signed and stamped by the Bank, saving books or credit card transactions) of the parents.  - Letter of Guarantee from the guardian (undertaking to shoulder the cost of the applicant's living expenses and return travel expenses) to be presented with the guarantor's bank account for the last 3 months and a copy of his/her passport or ID.</p>		
9	<b>Travel health insurance</b> covering all Schengen countries, with a company having an assistance office within the Schengen area, for a minimum coverage of EUR 30.000, including medical treatment, emergency admission to hospital and repatriation.		

**PLEASE NOTE:**

- The visa must be applied for in person. **(12 years of age or older) together with the presence at least one parent.**
- All documents must be presented in **ORIGINAL** and translated in **ENGLISH**.
- Currently, visa processing time is on average 21 calendar days.
- In all cases Visa application fee is non-refundable.
- **You are not allowed to take your passport after applying**

**ATTENTION:**

The Embassy of Italy has the right at any time to ask for further supporting documents and/or call the applicant for an interview. Handing in a complete set of documentation does not guarantee the delivery of the requested visa.

**VAC REMARKS:**

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**DATE:**

**APPLICANT'S NAME AND SIGNATURE:**