

EMBASSY OF ITALY – NAIROBI

CHECKLIST – TOURISM

Kindly note:

- **Personal appearance of applicant is required**
- **All documents must be submitted in original, as well as in clear photocopy, together with the application**
- **In case of minors, birth certificate and formal parental/guardian consent to the trip, plus copy of their passport must be provided**

No	List of Documents	Check
1	Application Form duly completed and signed by applicant (by parent/guardian in case of minor) and phone number	
2	Passport (or other travel document recognized by the Italian Government) valid for minimum three months after expiry of requested visa, containing at least 2 empty pages (back to back) and validity not exceeding 10 years.	
3	Two recent full face colour photos, passport size (45 mm x 35 mm), taken against a light background	
4	Previous passport in original if any	
5	Kenyan ID. For other nationalities, Kenyan resident permit or re-entry stamp in passport valid minimum 3 months after expiry of the visa	
6	Birth and/or marriage certificate may be required	
7	Invitation /proof of purpose of travel: letter of Invitation from an individual resident in Italy in which the person inviting shall ensure that he/she is able to offer adequate accommodation, guarantee for the expenses of the stay and also that the person invited will not take up work in Italy and will leave the Italian territory within the expiry of the visa issued. The person inviting will also be required to produce the following: if Italian citizen, copy of the Italian passport or other identity document; if foreign citizen, copy of the permit of stay.	
8	In case of an independent traveller, the complete travel itinerary, flight booking and hotel reservation must be provided	
9	Proof of sufficient funds and evidence of maintenance in host country (credit cards, bank statements, bank guarantee/FIDEJUSSIONE by the sponsor in Italy, etc	
10	Letter of employment, including information on leave, if applicable	
11	Bank statements relevant for the last six months	
12	Documentation proving personal socio-economic status (property deeds, bank statements, employment contract, etc)	
13	Travel/Health Medical Insurance valid for all Schengen Countries, for the entire period of staying and a minimum coverage of EUROS 30,000	
14	Flight Booking	

Name in Letters:

SignatureDate:

Checked by (VFS staff initials): Date: