

**Checklist for Religious Purposes
- for short stays up to 90 days -**

N.	List of required documents	Y	N	Notes
1	Schengen visa application form.			
	Form duly filled in all its sections, dated and signed by the applicant with a legible signature.			
	Date of the application's lodging at the Visa Office/Visa Application Centre.			
2	One passport-size photo.			
	ICAO format, colour, taken on a white background within the last six months.			
3	Valid passport, original + 1 copy.			
	Passport issued within the previous 10 years and valid for at least 3 months after the expiry date of the requested Visa.			
	At least two blank pages, preferably continuous.			
	Copy of the passport including: the page with personal data and signature, previous Schengen visas, if any.			
	For non-local applicants, valid local permit of stay (original + 1 copy).			
	Valid identity document (ID) + 1 copy (including attachment, copied unfolded).			
4	Flight reservation (round trip).			
	Documents must clearly state the applicant's name, airports of departure and destination, dates of the intended departure and return.			
5	Proof of religious status.			
	Appropriate documentation about the actual status of "religious person" of the applicant.			
6	Proof of religious activities.			
	Adequate and documented guarantees about the religious character of the event which the applicant intends to attend, or about the activities to be carried out in Italy.			
7	Travel medical insurance.			
	Insurance covering any expenses arising in connection with repatriation for medical reasons, urgent medical attention and/or emergency hospital treatment or death, during the stay.			
	Insurance valid throughout the Schengen area, 15 days beyond the date of the intended return.			
	Minimum coverage of 30.000 EUR.			

	Proof of adequate financial means.	
8	Financial means commensurate with the duration of the stay, according to the Directive of the Italian Ministry of Interior, or declaration of the inviting religious institution confirming its will to take on the applicant.	
9	Visa fee.	
	Up front, non-refundable.	

Please note:

- Applications can only be lodged by appointment.
- Request for appointment has to be submitted at least 21 days before the intended date of departure.
- Visa applications must be lodged in person by applicants older than 12 years.
- All documents have to be produced in ORIGINAL, in English or in Arabic (in this case, with an official translation into English or Italian).
- All originals must be accompanied by photocopies.
- Applicants may be called for interviews to assert purpose of travel and other relevant information.
- Applicants may be asked to present any other document that the Consulate General might deem appropriate.
- APPEALS. According to the Schengen regulations, refused applicants may appeal the decision after signing the rejection notice.

Applicant's name:	Tel. #:
Applicant's signature:	Date:

Insurance companies accredited to Schengen States for Palestine
Ahliea Insurance Group - AIG
Al-Takaful Palestinian Insurance Co.
Global United Insurance Company
Trust International Insurance Company - Palestine
National Insurance Company - NIC

Submission Officer
Biometrics Officer
Data Entry Officer
Document Check Officer
Data Check Officer