



## CONSULATE GENERAL OF ITALY

85-Main Clifton, Karachi.

TEL: 021-35879605, 35874582, 35831007, 35870031 FAX: 021-35870134/35870931

Website: [www.conskarachi.esteri.it](http://www.conskarachi.esteri.it)

Email: [visti.karachi@esteri.it](mailto:visti.karachi@esteri.it)

[urp.karachi@esteri.it](mailto:urp.karachi@esteri.it)

## EMBASSY OF THE REPUBLIC OF ITALY

54, Margallah Road, F-6/3, Islamabad.

TEL: 051-2828982, 2829229, 2829106 FAX: 051-2829026

E-mail: [segreter@embassy.italy.org.pk](mailto:segreter@embassy.italy.org.pk)

Website: [www.ambislamabad.esteri.it](http://www.ambislamabad.esteri.it)

**Updated: 13-January-2014**

### **Tourist Visa Requirements:**

- Letter of the employer mentioning monthly salary earned by the applicant
- Recent passport size photograph (white background-non glossy paper)
- Passport should be valid for at least 6 months
- Bank Statement of the last 6 months. (Bank account maintaining certificate required). Bank Statement should not be older than 10 days.
- Original NTN, Chamber's Certificate, Import Export License and Company Registration. **With last tax returns for 3 years (compulsory)**
- Documentation of socio-professional standing
- Travel Insurance
- Family Registration Form From Nadra
- Confirmed hotel reservation/offer of hospitality along with payment receipt confirmation
- Nikha Nama required in English Translation if applicant applying with wife
- Original Ticket along with payment receipt confirmation
- Copy of CNIC with English Translation
- All Passports issued by birth and all valid visas copies

### **Business Visa Requirements :**

- Covering Letter of the firm
- Letter of invitation by the Italian counterpart addressed personally to the applicants, specifying the reason of the invitation, the period of stay, and clearly mentioning that "the Italian company is fully aware of the Italian legislation in the field of immigration, and in particular of the penal and civil responsibilities deriving from the violation of such laws " in addition to its Chamber of Commerce registration
- Recent passport size photograph (white background-non glossy paper)
- Passport should be valid for at least 6 months

- Bank Statement of the last 6 months.( Company & Personal) .( bank account maintaining certificate required)
- Proof of financial funds available of the applicant for the period of stay in Italy (traveler's cheques, credit cards)
- Contract of Employment or salary slip
- NTN, Chamber's Certificate, Import Export License and Company Registration.  
**With last tax returns for 3 years (compulsory)**
- Documentation of socio-professional standing
- Travel Insurance
- Family Registration Form From Nadra
- Confirmed hotel reservation/offer of hospitality along with payment receipt confirmation
- Original Ticket along with payment receipt confirmation
- Copy of CNIC with English Translation
- Filling in of the Company profile
- All Passports issued by birth and all valid visas copies

**Processing time: 15-20 working days for the approval of visa from the immigration.**

**Be advised:**

- *the Diplomatic or Consular Representation reserves the right to request further documentation*

Those applicant belong from Punjab and N W F P passport will be submit in Islamabad FedEx personally

FedEx Office Timings: Monday to Friday from 09:00 a.m. to 12:30 p.m.  
02:30 p.m. to 04:30 p.m.

TCS Office Timings: Monday to Friday from 09:00 a.m. to 03:00 p.m.

**REQUIRED INFORMATION FOR VISA PROCESSING:**

1. Marital Status
2. Parents Name
3. Spouse's Name, Date of Birth & Place of Birth
4. Home Address & Telephone No.