

ITALY - CHECKLIST FOR SHORT STAY TYPE C VISA APPLICATIONS (UP TO 90 DAYS) (BAHRAIN)

	Tourist Visa Requirements:	YES	NO	Remarks:
1.	Application form (online application via VFS website/hard copy at the VFS centre, both free of charge). <ul style="list-style-type: none"> duly completed, signed and dated by the applicant or the legal guardian in case of minors under 18 (legal guardian's passport copy must be attached) Ensure that you have given an appropriate answer to all questions on the application. If a question asked does not apply to you, mark it as "N/A" See additional requirements for minors/business visa 			
2.	One recent passport-size photograph (3,5 x 4,5 cm) <ul style="list-style-type: none"> White background/straight Posture No head cover for men 			
3.	Original passport + photocopy of all relevant pages (ID page, page indicating passport issuance/expiry/renewal dates/ previous Schengen visas, if applicable). <ul style="list-style-type: none"> <input type="checkbox"/> Passport must be valid for at least 3 months after intended departure from Schengen, issued within previous 10 years and contain at least 2 blank pages. 			
4.	CPR <ul style="list-style-type: none"> Photocopy of valid Bahraini CPR Photocopy of valid National ID for GCC nationality 			
5.	Residence permit <ul style="list-style-type: none"> <input type="checkbox"/> Photocopy of RP (Minimum validity 3 Months from the return date) for non GCC 			
6.	Employment certificate in original <ul style="list-style-type: none"> Duly signed by the authorized signatory Name and the designation of the signatory and company seal Addressed to Italian Embassy in Bahrain or to whomsoever it may concern <input type="checkbox"/> Retired employees certificate (GOSI certificate) 			
7.	Self Employed <ul style="list-style-type: none"> <input type="checkbox"/> Photocopy of CR (*if name doesn't appear on the CR, "Memorandum Deed" required) 			
8.	Bank statement <ul style="list-style-type: none"> Original and most recent 3 months statement with bank stamp (salary bank account) 			
9.	Financial support letter (for non- employees/minors) <ul style="list-style-type: none"> <input type="checkbox"/> Attach: <ul style="list-style-type: none"> Sponsor bank statement for the last 3 months Sponsor CPR copy Sponsor should be first blood relation Format of letter is available on our website 			
10.	Flight booking <ul style="list-style-type: none"> <input type="checkbox"/> Return ticket to Bahrain 			
11.	Internal flight booking between Schengen states: <ul style="list-style-type: none"> <input type="checkbox"/> Train tickets, car rental booking, bus booking in case of travel within the Schengen territory. 			
12.	Hotel booking <ul style="list-style-type: none"> <input type="checkbox"/> corresponding to flight booking 			
13.	Travel Insurance <ul style="list-style-type: none"> <input type="checkbox"/> Valid for the entire duration of stay in the Schengen area, covering the territories of the Schengen states, for a minimum cover of Euros 30,000 			
	Additional requirement for minors (under 18 years of age)			
14.	<ul style="list-style-type: none"> Application to be signed by both parents/legal guardian (court attested documents proving the same) In the event that one of the parents are deceased, copy of the death certificate. Photocopy of birth certificate Photocopy of parents' passports where the signature is clearly visible. Photocopy of valid Schengen visas of both parents, if applicable Flight booking must include the names of the accompanying parents, or accompanying guardians, where applicable. No objection letter if either of the parents are not accompanying the minor (available on our website) 			

Additional requirements for Business Visa			
15.	<ul style="list-style-type: none"> • Invitation letter (available on our website) Please ensure the soft copy of the invitation letter is emailed to the Italian Embassy in Bahrain at visti.manama@esteri.it • Photocopy of Italian CR of the inviting Italian company • Photocopy of ID (<i>carta d'identita'</i>) of the inviting person from the Italian company. • Photocopy of valid Bahraini CR • Original and most recent 3 months bank statement of local company (with original bank stamp) 		
Visa requirements for Bahraini Diplomatic/Special Passport Holders			
16.	Application form Ensure that you have given an appropriate answer to all the questions on the application. If a question does not apply to you, mark it 'N/A'		
17.	One recent photo <ul style="list-style-type: none"> • White background/straight posture • No head cover for men 		
18.	Verbal note from the Ministry of Foreign Affairs		
19.	Original passport + photocopy of all relevant pages (ID page, page indicating passport issuance/expiry dates/ previous Schengen visas, if applicable). <ul style="list-style-type: none"> • Passport must be valid for at least 3 months after intended departure from Schengen, issued within previous 10 years and contain at least 2 blank pages • Minimum validity of three months from the return date 		
20.	Flight booking (Return ticket to Bahrain)		
21.	Hotel booking corresponding to flight booking		
22.	Travel Insurance - Valid for the entire duration of stay in the Schengen area, covering the territories of the Schengen states, for a minimum cover of Euros 30,000		

Important Note:

- Translation of all Arabic documents into English or Italian is mandatory.
- All requirements should be attached to each application (example: tickets, hotel reservations, bank statement, travel Insurance etc...)
- Biometrics (Fingerprints) not required below **12 years of age**.
- For children registered in a parent's passport, a separate application needs to be submitted.
- The processing time for assessment of a Schengen visa at the Embassy of Italy varies according to the nationality of the applicant and the period of the year in which the application is given - summer period being the slowest. Currently, visa processing time is minimum 15 working days for all third country nationals. Applicant's lack of travel plan will not fall on Embassy priority to process your visa. It is advisable to plan your travel well in advance to avoid any inconvenience. There is no express fee for a faster visa appointment or procedure. In case of visa refusal, visa and service fees are not refunded.
- The Embassy of Italy in Manama reserves the right to request any additional supporting documents or an interview, and does not guarantee the issuance of the visa.

Applicant's Declaration (if applicable):

- I am aware that my application file does not comply with the above stated list of requirements, which may result in a visa refusal. Nevertheless, I insist on submitting my application.
- I am aware that my intended trip starts in less than 15 days, which is the processing time given by the Schengen Visa Code. Nevertheless, I insist on submitting my application, assuming all the responsibility if my application is not processed on time.

Place:

Date:

Applicant's (legal guardian's) signature:

VFS Global Agent's signature:

Applicant's identity checked: