

EMBASSY OF ITALY
DOCUMENTATION REQUIRED FOR A FAMILY MEMBER AND FRIEND'S VISIT
VISA APPLICATION

№	Document type	Note
1	Visa application	– to be completed in full (downloadable from here) – the photo has to be glued to the document – to be signed (for minors, signatures of both parents are required) – to have a date
2	Passport	– to be issued within the last 10 years – to have a validity beyond 3 months – to have at least two free pages – to be presented in original – to attach a copy of the valid passport's page with personal information – to attach a copy of the valid passport's pages with previous visas and stamps – if present, to attach an expired passport in original – if present, to attach copies of expired passport's pages with previous visas and stamps
3	Photo	– to be taken within the last 6 months in line with ICAO standards – to have dimensions of 3,5 cm X 4,0 cm – to have white background
4	Information on travel purpose	– brief explanation of travel purpose and planning
5	Invitation	– completed in full proof of sponsorship and/or private accommodation (downloadable from here) – to have attached a copy of the invitee's identification document (if the invitee is not an Italian citizen, to have attached a copy of the invitee's passport, residence permit and receipt of the residence permit renewal application) – if the inviting person is a relative, to have a certificate of kinship – if the inviting person assume the financial costs, to have proof or regular income for the last 3 months or a declaration of guarantee valid under Italian law ("fidejussione") – if the inviting person does not host at his/her home, to have a hotel reservation with clear indication of its' name and address
6	Documents on socio-economic position	– reference on civil status registration (issued from www.e-mongolia.mn) – reference on child's birth registration (issued from www.e-mongolia.mn) – reference letter from the employer (with indication of current position and salary) – reference on payment of social insurance contributions (issued from www.e-mongolia.mn) – reference on legal entity registration (issued from www.e-mongolia.mn) – savings and current account statement for the last 3 months (certified by a stamp and signature or by a QR code)

		– if pensioner, detailed reference of pension allocation (issued from www.e-mongolia.mn)
7	Flight booking itinerary	– to have a complete return flight itinerary booking for the destination
8	Travel health insurance	– to have a minimum coverage of 30,000 euros – to be presented in original – to attach a copy of the insurance
9	Visa fee	– to be paid in cash in Mongolian national currency. – to be prepared according to the indicated fee sum (see the visa fee from here) – the bills must not have any markings and/or be damaged
10	Other	– during visa application submission or afterwards, other additional documentation not listed in the above list can be requested. – all documents that are not in Italian or English must be translated into one of these two languages. – each applicant has to have his/her own set of documents.