



CHECKLIST FOR TOURISM (*turismo/TU*) SCHENGEN VISA (C) Italian/EU/EEA/CH/UK Withdrawal Agreement (*prior to 1 Jan. 2021*) Relatives

APPLICANT MUST APPLY IN PERSON - No stapling of documents - Screenshots or photos are inadmissible.
Original & 1 copy (originals and/or certified copies will be returned)

1.	<input type="checkbox"/>	VISA APPLICATION , duly filled out in English and signed by the applicant (for minors: signed by both parents and legal guardian).
2.	<input type="checkbox"/>	ONE BIOMETRIC COLOUR PASSPORT PHOTO (not older than 6 months) ICAO format (35 mm x 45 mm), on white background, full face and front view, in colour. Scanned or photocopied photos will not be accepted.
3.	<input type="checkbox"/>	PASSPORT – Original & One copy of biometric page and copies of previous Schengen, USA, or UK visas Valid for a period of <i>at least 3 months</i> after the applicant's last day of stay in the Schengen area and not older than 10 years. Kindly ensure that the passport is signed and has 2 blank pages to affix visa
4.	<input type="checkbox"/>	COPY OF THE EU/EEA/UK/SWISS NATIONAL'S PASSPORT OR NATIONAL IDENTITY CARD
5.	<input type="checkbox"/>	PROOF OF FAMILY RELATIONSHIP with a citizen of the Union; a state of the European Economic Area; Switzerland
	<input type="checkbox"/>	SPOUSE Copy of marriage certificate duly registered in the Country of origin of the EU citizen or in the Italian Municipality of Residence (<i>Estratto di Matrimonio Rilasciato dal Comune di Residenza</i>) or a document certifying the family member status (not older than 6 months).
	<input type="checkbox"/>	CIVIL / REGISTERED PARTNERSHIP: Original and photocopy of the civil partnership certificate (not older than 6 months)
	<input type="checkbox"/>	DESCENDANTS AND CHILDREN Original and Photocopy of translated and legalised Birth Certificate
6.	<input type="checkbox"/>	DOCUMENTS PROVING THAT THE APPLICANT IS TRAVELLING WITH A CITIZEN OF THE UNION OR A STATE OF THE EUROPEAN ECONOMIC AREA OR SWITZERLAND OR IS ON THE WAY TO JOINING THEM. Copy of the applicant's and the EU/EEA/UK/SWISS citizen's flight tickets or booking (if traveling together), OR proof that the applicant is traveling to join the relative (form " <u>2024 declaration of accommodation guarantee – proof of sponsorship</u> ")

IMPORTANT NOTE: Submission of **FALSE/COUNTERFEITED** documentation will automatically lead to a **VISA REFUSAL** and report will be filed immediately to the relevant Kenyan and/or Italian authorities.

IMPORTANT NOTES:

Citizens of Pakistan, Afghanistan, Iraq, Palestine, Yemen and Travel Documents Holders (with the three letters code XXA or XXB appearing in the ICAO) need to provide full names of mother and father from a birth certificate or Consular declaration + translation in English

- Visa applications must be lodged at least 15 calendar days before the intended visit and cannot be lodged earlier than six months before the start of the intended visit.
- **AVERAGE PROCESSING TIME FOR A VISA APPLICATION IS 15 – 45 CALENDAR DAYS (CAN BE LONGER DURING PEAK TIMES)**
- The Embassy and VFS cannot assume the responsibility to return original documents presented with the application.
- The Embassy may conduct an interview (in person or by phone).
- Birth and/or marriage certificate may be required
- The Consular administration has full authority to evaluate and request additional documentation, if deemed necessary, in addition to what has been submitted. Furthermore, the applicant is hereby informed that submitting all required documentation does NOT guarantee the issuance of any particular visa.
- Please *verify the accuracy of the visa sticker* and communicate any discrepancies/corrections (Passport number, your full name, visa's start date, validity time and entries)

I, the applicant, declare that I have been advised by VFS staff about any incomplete / incorrect documentation regarding my Visa application and that I received back all my original documents, which I had showcased as evidence to the VFS staff.

Date: _____

Name of Applicant: _____

Signature: _____

Name of VFS staff accepting the application: _____