

Italian Visa & Legalisation Application Center

Business Visa

Requirements :

1. **Application form duly filled.**
2. **Recent photo**
3. **Valid passport** with a higher validity of at least 3 months compared to that of the visa requested
4. **Reservation of the bill return ticket or bill or proof of the availability of personal means of transport**
5. **Local documentation proving the effective condition of economic and commercial operator**, and in particular:
 - a. Recording with the Commercial court
 - b. Tax payments of the previous year.
 - c. Payments of the social contributions, precaution and assistance for the last twelve months for all the employees.
 - d. The last 12 bank statements of the company.
- ✓ In the case it is for the employees of the company:
 - a. Certificate of work, wages, and leave of the employee.
 - b. Documentation concerning the economic situation of the employee (last twelve personal bank accounts)
6. Invitation letter of the Italian company. The invitation letter have to mention:
 - a. The name
 - b. The first name of the guest
 - c. The period
 - d. The finality of the stay
 - e. The address during the stay in Italy.
 - f. The possible assumption of responsibility of stay and travelling expenses.
7. Recent copy of the Register of Trade (« **Visura camerale** ») from the Italian company
8. **Insurance travels (medical)** having a minimal cover of 30.000 Euros for the expenditure relative to an emergency hospitalization and the expenses relating to repatriation.

To facilitate the management of the file, specified documentation should be presented as follows:

- **Copy + original in vision**
- **In the order of the list**

Warning

The Consulate-general reserves the right to require additional documentation if it considers it necessary to the evaluation of the file.

Fees :

Category	Amount
Visa Expenses	691
Visa Charge	198
Total	889

The amount mentioned above could be paid only in Moroccan Dirham.