

## Embassy of Italy in Bucharest – Consular Section

Strada Arhitect Ion Mincu 12 – Bucuresti Tel. 0040 21.223.2424. Fax 223 4550 – consolato.bucarest@esteri.it  
Open to public: from Monday to Friday: 09.30 –11.30

### **BUSINESS VISA** **(foreign citizen resident in the consular circumscription of Bucharest)**

#### *General Information*

- **passport** valid at least 3 months after the visa expiration and one copy of all passport pages;
- **residence card** in Romania, original and copy;
- **work** authorization in Romania, if holder of such document;
- **one recent picture** to be attached to the visa application (available free of charge directly at the Visa Office counters), that will have to be filled in correctly in all its parts, in capitals, and will have to bear the applicant's signature;
- **letter of invitation** and a recent Certificate issued by the Commerce Register Office (Certificat Constatator) of the Italian company;
- **accommodation** availability (hotel booking or declaration from the Italian inviting company regarding the accommodation);
- **round trip ticket or reservation**, or, in alternative, the green card insurance of the car the person intends to travel with;
- demonstration, with traveller checks, of the availability of sufficient **economic means** for the journey and stay in Italy as predicted by the Table of the Ministry of Internal Affairs Directive from the 1-st of March 2000;

Duration of the journey		Number of participants to the journey	
		One participant	Two or more participants
		Euro	Euro
FROM 1 TO 5 DAYS	Fix quote	269,60	212,81
FROM 6 TO 10 DAYS	Quote per person per day	44,93	26,33
FROM 11 TO 20 DAYS	Fix quote + Quote per person per day	51,64	25,82
		36,67	22,21
OVER 20 DAYS	Fix quote + Quote per person per day	206,58	118,79
		27,89	17,04

- **medical insurance** valid for the Schengen territory that has to be covered for the sum not inferior to 30.000 euro, stipulated preferably in Italy (with the National Institute of Insurances – INA) or with a local insurance company;
- **registration certificate** of the company in Romania (original+copy);
- **contract/s** (if existent) with the inviting company;

- recent **bank statement** of the company;
- recent **Certificate issued by the Commerce Register Office** (Certificat constatator) of the Romanian company + copy.
  - If **employer**: Demonstration of the business purpose of the trip.
  - If **employee**:
    - Employment book, if holder + copy;
    - Employment contract+ copy;
    - Declaration of the company holder regarding the business purpose of the trip.

**The visa could be granted only if all requirements are satisfied. The qualified officials, with the reserve to require additional documents, will take a decision regarding the matter only after verifying in details the application.**