



**Consulate General of Italy**

Applicant

**Hong Kong**

**VISA CHECKLIST – INVITATION  
(political, scientific and cultural events)**  
文件清单 - 邀请签证  
(政治、科学和文化活动)

Name of

申请人姓名 : \_\_\_\_\_

**PLEASE NOTE:**

- IT IS NOT POSSIBLE TO MAKE PHOTOCOPIES IN THE CONSULATE  
領事馆不会提供复印文件服务
- AT THE COUNTER, ALL DOCUMENTS MUST BE SUBMITTED ACCORDING THE LIST ORDER.  
所有文件必须按清单顺序于柜台提交

1	<b>Schengen visa application form</b> duly completed and signed by applicant, printed including the barcode: <a href="http://e-applicationvisa.esteri.it/index.html">http://e-applicationvisa.esteri.it/index.html</a> . <b>IMPORTANT: BARCODE MUST BE PRINTED CLEARLY!</b> 申请人须用英语填写和签署申根签证申请表，打印申请表包含二维条码，链接: <a href="http://e-applicationvisa.esteri.it/index.html">http://e-applicationvisa.esteri.it/index.html</a> (请注意：条形码必须清晰打印)
2	<b>Two recent (not older than six months) passport-sized photographs (35 x 45 mm)</b> 两张护照尺寸的近期（最近 6 个月内）照片(35X45 毫米)
3	<b>Current passport or travel document (original + copy)</b> issued within the past 10 years and valid at least 90 days beyond the return to HK/Macao. Photocopies of any previous Schengen visa must be provided. 护照或旅行证件(原件+复印件) 必須是在十年以内签发，其有效期在返回香港/澳门后必須至少为 90 天以上。此外，須提供已往所有申根国家签证（如有）的复印件
4	<b>Evidence of residence status in Hong Kong/Macao:</b> HK/Macao ID card ( <u>original + copy</u> ) and, if temporary resident, residence permit valid beyond the return date to HK/Macao. 香港/澳门居留身份证明：香港/澳门身份证件（正本 + 复印件）；如为临时居民，需提供返回香港/澳门后仍然有效的居留许可
5	<b>Invitation letter from the organizer of the event</b> in the country of destination, on official letterhead paper with stamp, mentioning: 1) purpose and duration of the stay; 2) detailed program and itinerary; 3) details of accommodation during the period of the intended stay 来自目的地国家活动主办机构的邀请函，需使用公司正式的信头纸并加盖公章，且须清楚注明：1) 访问目的和期限；2) 详细的日程和行程；3) 预定逗留期间的住宿细节
6	<b>Round trip reservation(s)</b> from/to Hong Kong or Macao. 来回香港或澳门的机票预订单
7	<b>Travel itinerary</b> providing clear evidence of the applicant's travel plans (confirmed flights and transportation bookings, itinerary, name of first port of entry in Italy, etc.): 旅行行程，提供申根區內国家的清晰行程表(每天住宿詳情和确切的入境口岸名稱) <a href="https://conshongkong.esteri.it/wp-content/uploads/2023/02/visto_turismo_itinerario1.pdf">https://conshongkong.esteri.it/wp-content/uploads/2023/02/visto_turismo_itinerario1.pdf</a>

8	<p><b>Proof of accommodation</b> for the whole duration of the intended stay 申请人在整个申根地区的每天酒店预订单  <b>For lodgings in private accommodation:</b> the applicant must submit an invitation, and copy of passport/ID card/residence permit of the inviting person:  如属私人居所的住宿，申请人必须提交邀请函，并提供邀请人的护照/身份证件/居留许可证的复印件：  <a href="https://conshongkong.esteri.it/wp-content/uploads/2023/02/Dichiarazione-di-ospitalita.pdf">https://conshongkong.esteri.it/wp-content/uploads/2023/02/Dichiarazione-di-ospitalita.pdf</a></p>	
9	<p><b>Proof of financial means</b> - The following documents must be submitted:  财务证明 – 必须提交以下文件：  - <u>bank statements</u> for the latest 3 months issued by banks in Hong Kong or Macao.  - <u>proof of regular income</u>: e.g. an official letter from the employer (stating duration of recruitment, status, income, confirmed upcoming leave).  - 由香港或澳门银行发出的最近 3 个月的银行对账单  - 固定收入证明：雇主出具的正式信函（注明雇佣期限、雇佣状况、收入、已确认的假期）</p>	
10	<p><b>Health insurance certificate and policy</b> (emergency treatments, hospital and repatriation expenses, with a min. coverage of Euro 30,000) valid for all Schengen countries for the whole duration of the stay.  健康保险凭证和保单（紧急治疗，住院和遣返费用，保额至少为三万欧元），必须在整个申根成员国境内及整个逗留期间有效</p>	

**This Visa Section reserves the right to request further supporting documents if deemed necessary**

本签证处保留要求申请人进一步提供其他补充材料的权利

Consulate General of Italy - Suite 3201 Central Plaza, 18 Harbour Road, Wanchai, Hong Kong  
<https://conshongkong.esteri.it/it/servizi-consolari-e-visti/servizi-per-il-cittadino-straniero/visti/>  
Tel. 2522.0033 – Fax 2845.9678; EMAIL: [visti.hongkong@esteri.it](mailto:visti.hongkong@esteri.it)