



Consulate General of Italy  
Hong Kong

VISA CHECKLIST – TOURISM

文件清單 - 旅遊簽證

Name of Applicant

申請人姓名： \_\_\_\_\_

**Any minor under 18 years of age** is required to be accompanied at the counter by both parents.  
**未滿 18 歲的申請人須由父母陪同前往櫃檯**



**Family member of EU citizen** (providing the documentation necessary to prove kinship) need to present documents from point 1 to 5 ONLY.

**歐盟公民的家庭成員** (須提供相關親屬關係證明文件) 只需提交第 1 至第 5 項文件

**PLEASE NOTE:**

- IT IS NOT POSSIBLE TO MAKE PHOTOCOPIES IN THE CONSULATE  
領事館不提供文件影印服務
- AT THE COUNTER, ALL DOCUMENTS MUST BE SUBMITTED ACCORDING THE LIST ORDER. 所有文件必須按清單所列順序於櫃檯提交

1	<p><b>Schengen visa application form</b> duly completed in all fields – MUST BE SIGNED and dated 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></p> <p>申請人必須以英文完整填寫申根簽證申請表的所有欄目——並且須由申請人親自簽名並註明日期。申請人須列印申請表及二維條碼，申請表連結：<a href="http://e-applicationvisa.esteri.it/index.html">http://e-applicationvisa.esteri.it/index.html</a> (重要提示：條碼必須清晰列印)。</p>	
2	<p><b>Two recent (not older than six months) passport ICAO standard photographs</b> (35 x 45 mm) 近 6 個月內拍攝的兩張符合國際民航組織 (ICAO) 標準的護照照片 (35 x 45 毫米)</p>	
3	<p><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 previous Schengen visas must be provided. 護照或旅行證件 (正本及副本) 須為於過去十年內簽發，且其有效期須在返回香港 / 澳門後至少仍有 90 天以上。此外，須提供過往所有申根國家簽證 (如有) 的副本。</p>	
4	<p><b>Evidence of residence status in Hong Kong/Macao:</b> HK/Macao ID card (original + copy) – proof of rent accommodation in HK/MACAO (Tenancy Agreement or Utility Bill). If temporary resident, residence permit validity must exceed the return date to HK/Macao. 香港 / 澳門居留身份證明：香港 / 澳門身份證 (正本及副本)，以及在香港 / 澳門的住址證明 (租約或水電煤費單)。如屬臨時居留人士，其居留許可之有效期必須超過返回香港 / 澳門的日期。</p>	
5	<p><b>For minors under 18:</b></p> <ul style="list-style-type: none"> <li>- parents must provide the original <b>birth certificate (+ one extra copy)</b>. Birth certificates issued outside Hong Kong or Macao must be endorsed with an Apostille. Certificates from countries not adhering to the Apostille Convention, must be notarized, translated into Italian and legalized by the competent F.A.O. and Italian Consulate.</li> <li>- The parent not travelling with the minor needs to sign <b>in person a consent letter</b>.</li> </ul> <p>未滿 18 歲的申請人：</p>	

	<ul style="list-style-type: none"> <li>- 父母須提供出生證明正本及一份副本。由香港或澳門以外地區出具的出生證明須辦理海牙認證 (Apostille)。由未加入《海牙公約》的國家簽發的出生證明，則須先辦理公證，翻譯為意大利文，並由主管外事辦公室及意大利領事館進行認證。</li> <li>- 若父母不會與未成年申請人同行，<b>父母須親自前往領事館簽署出國同意書</b></li> </ul>	
6	<b>Round trip flights booking(s) from/to Hong Kong, Macao or Shenzhen.</b> 往返香港、澳門或深圳的機票預訂證明	
7	<p><b>Travel itinerary</b> providing clear evidence of the applicant's travel plans including duration of stay in Italy (number of nights), confirmed flights and land transportation tickets between Shengen Countries, name of entry border in Italy, etc.:</p> <p>旅行行程表須清楚提供申請人行程的相關證明，包括在意大利停留的時間（以晚數計）、已確認的航班及申根國家之間的陸路交通票據、入境意大利的邊境口岸名稱等</p> <p><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></p>	
8	<p><b>Proof of accommodation</b> for the whole duration of the intended stay 申請人在整個申根地區每日的酒店預訂證明</p> <p><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:</p> <p>如屬私人住所，申請人必須提交邀請函，並提供邀請人護照、身份證或居留許可證之副本</p> <p><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:</p> <p>財務證明 - 必須提交以下文件:</p> <ul style="list-style-type: none"> <li>- <u>bank statements</u> for the past 3 months issued by banks in Hong Kong or Macao. BANK STATEMENTS MUST BE IN ENGLISH or officially translated into English.</li> <li>- <u>proof of regular income</u>: an official letter from the employer (stating duration of recruitment, status, income, confirmed upcoming leave). <b>If not employed</b> proof of pension/insurance/rent payments, must be provided.</li> <li>- <b>For students:</b> an official letter from the University/Institution stating duration of studies/year of course.</li> <li>- <u>銀行月結單</u>: 由香港或澳門銀行發出的過去 3 個月銀行月結單。銀行月結單必須為英文版本，或須附上正式的英文翻譯本</li> <li>- <u>固定收入證明</u>: 須提供由僱主出具的正式證明信（註明受僱期限、職位、收入及已確認的休假安排）。如無受僱，則須提供退休金 / 保險 / 租金付款證明等相關證明</li> <li>- 如申請人為學生，則須提供由大學或就讀機構出具的正式證明信，註明就讀期限及課程年級</li> </ul>	
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.</p> <p>健康保險憑證和保單（緊急治療，住院和遣返費用，保額至少為三萬歐元），必須在整個申根成員國境內及整個逗留期間有效</p>	

**This Visa Section reserves the right to request further supporting documents if deemed necessary**  
**本簽證處保留要求申請人進一步提供補充文件的權利**

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)