



Consulate General of Italy in San Francisco
visti.sanfrancisco@esteri.it

SUBORDINATE WORK VISA (National Visa)

This visa can and will only be issued upon authorization from the Sportello Unico dell'Immigrazione (SUI) in Italy. The applicant's employer must make the request to SUI for the issuance of a "nulla osta" and submit all required documents, including the employment contract that SUI will then forward to the Consulate together with the "nulla osta".

You must submit all required documents. Visa applicants **must appear in person** to submit their visa request at this Consulate General or at the appropriate Honorary Consul (please see the [Consular Network](#) link on our website).

Applicants must pay the **national visa fee** for this visa.

Applicants must submit the following documents in original:

- **Passport** or travel document accepted by the Schengen countries valid for a period of 3 months beyond the applicant's last day of stay abroad. The passport must have a blank page on which the visa will be affixed. **(plus: photocopy of the official page with personal data and expiration date, plus page with signature if it does not appear on the same page).**
- **Proof of physical residence** in our jurisdiction, such as a photocopy of driver's license, state ID, or utility bill (please do not send us original IDs other than passports).
- **Proof of legal permanent residence** in the United States (only **non-U.S.** citizens): U.S. Alien Registration Card or valid long-term U.S. visa, valid for at least three months beyond the intended departure from the Schengen member states. **U.S. visas B1/B2 visas are not acceptable for this purpose.** If you have a B1 or B2 visa, you cannot apply for the Schengen tourist visa. **(plus: photocopy of the residence card or the passport page with the longterm U.S. visa).**
- **One** recent ICAO standard **photograph**: 45mm (1,77 inch) by 35mm (1,37 inch) in size, full face, front view, color. It must be glued to the Schengen visa application form, in the top right.
- **One [Long stay visa application](#) form** (for those staying longer than 90 days) completely and clearly filled out.
- **The national visa application fee** must be paid in exact amount by **cashier's check** or **money order** made out to the Consulate General of Italy upon presentation of the visa application regardless of the outcome of the request. The fee adjusts every three months - Jan. 1st, April 1st, July 1st, Oct. 1st – based on the government's official euro-dollar exchange rate.
- **One [Declaration for Mailing Passports](#)** completely and clearly filled out and a **self-addressed** (from yourself and to yourself) **pre-paid US Postal Service envelope** so that your passport can be mailed back to you.



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Consular officers may request additional documents at their discretion. **Please be aware that submitting the required documentation does not guarantee the issuance of a visa.**

We strongly urge you to take a photocopy of the application and supporting documents with you to Italy, because the domestic immigration authorities may ask you to show the documents submitted to obtain a visa. There are nine time zones of difference between us and them, so if the authorities must wait for us to send them those documents, it may be inconvenient for you.