

BUSINESS VISA

The **Business Visa** allows entry for **short-term stays (up to 90 days)** for business-related purposes, including commercial activities, the initiation or conclusion of business negotiations, training or inspection of capital goods purchased or sold, related professional training, and participation in trade fairs or exhibitions.

Upon arrival in Italy, the Italian Border Police may request supporting documentation concerning the purpose and duration of the stay.

REQUIRED DOCUMENTS

1. Visa Application Form

- Completed and printed [Schengen \(Short-Stay\) Visa Application Form](#).
- The application form must be signed in the presence of a Consular Officer.

2. One recent passport-size photograph

- Taken within the last six months, white background, size 35 × 40 mm, compliant with the ICAO standards available at: https://www.icao.int/sites/default/files/FAL/Annex_A-Photograph_Guidelines.pdf

3. Original passport and one color copy

- The passport must be valid for at least 3 months beyond the expiry date of the requested visa.

4. Proof of Identity and Legal Residence in the Republic of Korea

Applicants must submit **one of** the following:

- Certificate of Identity (국문기본증명서) + a color copy (front and back) of the Korean ID Card
- A color copy (front and back) of a valid Foreign Registration Card
- Certificate of Alien Registration Certificate (외국인등록사실증명서)

5. Proof of Residence

Applicants must submit **one of** the following:

- Certificate of Residence in English (영문주민등록등본)
- Certificate of Entry and Exit Records of the Republic of Korea (for foreign nationals).

6. Flight Reservation

Round-trip flight booking and travel itinerary.

7. Evidence of Accommodation

Evidence of accommodation covering the entire stay in the Schengen Area, such as:

- Hotel reservation
- Letter or email from the host confirming accommodation arrangements to the visa applicant
- In the case of private accommodation:
 - Declaration of Hospitality ([Dichiarazione di Ospitalità](#))
 - Copy of the host's identity document
- Evidence of ownership of residential property

8. Schengen Travel Medical Insurance

Applicants are required to submit travel medical insurance that:

- Valid throughout the Schengen Area
- Covers the entire duration of the intended stay
- Provides minimum medical coverage of **EUR 30,000**, including emergency medical treatment, hospitalization, and repatriation

9. Letter of Invitation

The [invitation letter](#) issued by the Italian company or organization must include the following information:

- Intended period of stay
- Full address and contact details of the inviting company
- Name and position of the signatory
- Purpose of the business trip
- Detailed itinerary
- Person or organization responsible for the applicant's travel and subsistence expenses
- Where applicable, a financial guarantee covering the applicant's return to Korea.

The following documents must also be attached:

- Certificate of Registration with the Italian Chamber of Commerce of the inviting company
- Copy of the passport of the person signing the invitation letter (personal data page only).

10. Evidence of Sufficient Financial Capacity

If the applicant is covering the travel and subsistence expenses:

- Recent bank statement issued in the applicant's name
- Bank account statements for the previous 3 months.

If the company is covering the travel and subsistence expenses:

- Evidence of company financial capacity

For employees:

- Copy of the employer's Certificate of Business Registration;
- Letter from the employer on official company letterhead, bearing a stamp, signature, and date, indicating:
 - Full address, telephone number, and fax number of the company
 - Name and position of the signatory
 - Applicant's name, position, salary, and length of employment
 - Authorization for the business trip or leave of absence.

11. Evidence of Professional Status

Applicants must submit documentation in accordance with their professional status.

Employees:

- Recently issued Certificate of Employment in English
- Certification of Business Registration in English
- Business Trip or Assignment Order

Business Owners:

- Recently issued Certification of Business Registration in English
- Official company letter indicating:
 - Full address and contact details of the company
 - Name and position of the signatory

- Applicant's name, position, salary, and length of employment
- Purpose of the visit
- Confirmation of the position upon return
- Person or organization that will cover the applicant's travel and subsistence expenses.

Students:

- Recently issued Certificate of Enrollment from the school or university.

Other Cases:

- Any other appropriate documentation demonstrating the applicant's personal circumstances.

Family members or other accompanying persons may apply for a **Tourist Visa**, provided that they meet the relevant visa requirements.

Foreign nationals working as “fashion models” and “runway models” who intend to travel to Italy for short stays for business contacts with Italian fashion agencies may apply for a **Business Visa**. In such cases, the inviting fashion agency must use the designated invitation form, duly endorsed by the President of one of the trade associations representing the principal fashion industry, certifying that the inviting agency is a member of the relevant association.

This Embassy reserves the right to request any additional supporting documentation deemed necessary for the assessment of the visa application. The submission of all the required documentation does **NOT** automatically guarantee the issuance of a visa.