

U.S. MILITARY MISSION VISA

REQUIRED DOCUMENTS

1. Duly completed visa application form

The address in Italy, the date of departure from the Republic of Korea and the date of entry into Italy must be indicated.

2. One recent passport photograph

Taken within the last six months), with a white background and measuring 35 × 40 mm, compliant with the ICAO guidelines available at the following link: https://www.icao.int/sites/default/files/FAL/Annex_A-Photograph_Guidelines.pdf

3. Passport valid for at least three months after the visa expiry date.

4. Photocopies of the passport pages containing:

- a. a valid SOFA stamp affixed by the Korean Immigration Office;
- b. photograph and signature;
- c. for a NO FEE PASSPORT, a copy of the page containing the statement: "This passport is valid only for use in connection with the bearer's residence abroad as a dependent of a member of the American Military or Naval Force on active duty outside the United States";
- d. for an OFFICIAL PASSPORT, also a copy of the passport cover.

The Korean Immigration Office affixes the SOFA stamp to the passports of dependants of members of the United States military stationed in Korea only if those dependants are foreign nationals in Korea. If the dependants are Korean nationals, the SOFA stamp is not required.

5. Documents concerning the purpose of the stay in Italy:

Case 1 — Dependants of a member of the United States military

- a. Military orders and/or a letter from the United States military administrative office specifying the applicant's position and/or assignment, or a copy of transfer orders authorising a permanent change of station and listing the dependants, bearing the signature and stamp of the person who issued the document.
- b. A memorandum addressed to the Embassy of Italy in Seoul, on the letterhead of the relevant Department, such as the Department of the Air Force, Department of Navy, etc., stating the names of the dependants to be transferred to Italy, their relationship to the sponsor, the destination base, the expected duration of the stay in Italy and, if known, the date and point of entry into Italy. See the sample.

Case 2 — Civilian component and dependants

The civilian component consists of civilian employees of the United States Department of Defense who accompany the United States Armed Forces.

- a) A letter addressed to the Embassy of Italy in Seoul, issued by the United States Sending State Office for Italy (U.S.S.S.O.) at the Embassy of the United States in Rome. See the sample.

Case 3 — Civilian personnel and dependants

- Technical representatives or contractors of companies that have a special relationship with the United States Armed Forces, and essential personnel of the United Service Organization, schools, post offices, shops, banks and the Red Cross:

A letter addressed to the Embassy of Italy in Seoul, issued by the United States Sending State Office for Italy (U.S.S.S.O.) at the Embassy of the United States in Rome. See the sample.

- Employees of other United States government departments supporting the Department of Defense:

A letter addressed to the Embassy of Italy in Seoul, issued by the United States Sending State Office for Italy (U.S.S.S.O.) at the Embassy of the United States in Rome. See the sample.

6. Copy of the military personnel identity card.

7. Marriage certificate: original and copy.

8. For children: birth certificate, original and copy.

9. Flight reservation.

The planned date of entry into Italy is required for the visa to be issued.

10. If the dependants are Korean nationals, they must also submit a Certificate of Identity (기본증명서) and a Resident Registration Certificate (주민등록등본) proving that the applicant resides in Korea.

11. If the visa applicant's spouse, who is a member of the United States military, civilian component or civilian personnel, has already entered Italy for official duty, submit a declaration signed by the spouse and authenticated by the military notary at the base in Italy.

12. Administrative fee

There is no fee for holders of a United States official or service passport, a no-fee passport, or a Korean passport. In all other cases, check the fee table on the Embassy website. Payment must be made in Korean won (KRW).

The maximum validity of an Italian national visa for a long stay is **one year**.

Within eight working days after arriving in Italy, all foreign nationals residing in Italy must apply for an **Italian residence permit**. The permit **must be renewed every year**.