

## WORK

### ( SELF-EMPLOYMENT / LAVORO AUTONOMO)

The requirements for this type of visa are slightly different according to the typology of self-employment

#### **Documents check-list for all the categories listed below**

- **Duly filled Visa Application Form.** Please note that all the names appearing on the passport must appear on the application form (all data must match those on the passport). The form must be dated and signed before a Visa Officer;
- **Recent passport-size photograph (2"x2")**, on white background, full face and front view, stapled/glued to the application form. Scanned or photocopied photos will NOT be accepted;
- **Valid passport plus 1 copy of the page with photograph and expiration date.** The passport or travel document must be valid at least three months after the visa expiration date. Please make sure the passport has at least a blank page to affix the visa;
- **If you are not US citizen :original and copy of Permanent Residence Card OR** other US immigration document allowing re-entry into the United States (e.g., valid long-term US visa, Advanced Parole, etc.);
- **Original and copy of Driver's License or State ID** as proof of residence in the jurisdiction of this Consulate General. If you recently moved and have not updated your ID, you must submit another proof of current address (e.g., utility bills, bank statements, etc.);
- **Confirmed flight reservation;**
- **Visa fee** (non refundable) in the form of cash or Money Order, payable to the Consulate General of Italy in Philadelphia, with applicant's name and address as the remitter;
- **Return envelope:** required if applicant cannot pick up passport with the visa in person. Please provide **postage paid, self addressed envelope** with tracking number plus mailing disclaimer form. Carefully complete mailing label with all required information.

## **VISAS TIPOLOGIES**

### **Professionals:**

- declaration by the office authorized to issue needed certifications, licenses and authorizations, or to receive notices of registration of business activity, or by the Institution authorized to oversee professional associations;
- availability of suitable lodgings to be proven according to one of the following means:
  - rental lease or ownership deed;
  - declaration by an Italian or foreign citizen legally residing in Italy stating that he/she has made available suitable lodgings that fulfill the minimum requirements foreseen by regional legislation for public housing;
- copy of the tax return for the previous year showing an income in the country of residence higher than the minimum level foreseen by the law for exemption from participation in health services contributions (€8,400);
- “**nulla osta**” (entry clearance) issued within the previous 90 days by the competent Italian Questura in the city where the applicant will reside (Main Police Station).

### **Business people, entrepreneurs, artisans:**

- statement describing the parameters of the economic resources required to carry out the said business, commercial or artisan activity, issued by the Chamber of Commerce of the area in which the activity is to be carried out. These resources must not be less than the annual unemployment subsidy (€4,962.36);
- financial means in Italy sufficient to satisfy the requirements in the above declaration;
- availability of suitable lodgings to be proven according to one of the following means:
  - rental lease or ownership deed;
  - declaration by an Italian or foreign citizen legally residing in Italy stating that he/she has made available suitable lodgings that fulfill the minimum requirements foreseen by regional legislation for public housing;
- copy of the tax return for the previous year showing an income in the country of residence higher than the minimum level foreseen by the law for exemption from participation in health services contributions (€8,400);
- “**nulla osta**” (entry clearance) issued within the previous 6 months by the competent Italian Questura in the city where the applicant will reside (Main Police Station).

### **Partners and consultants in Italian firms:**

- Certification of enrollment in the Business Registry of the firm, which must have been operating for at least three years;
- statement from the legal representative of the firm ensuring compensation above the minimum level established by law for exemption from healthcare expenses (€8,400);

- copy of the budget deposited at the Business Registry for Ltd Companies, or copy of the latest tax return for firms constituted by individual persons, from which it can be ascertained that earnings or income are sufficient to guarantee compensation of the applicant;
- copy of the declaration of responsibility already sent by the Italian contract provider (or by the legal representative thereof) to the competent “**Direzione Provinciale del Lavoro – Servizio Ispezione del Lavoro**” indicating that, in virtue of the contract stipulated, the applicant will not be employed as an employed worker;
- availability of suitable lodgings to be proven according to one of the following means:
  - rental lease or ownership deed;
  - declaration by an Italian or foreign citizen legally residing in Italy stating that he/she has made available suitable lodgings that fulfill the minimum requirements foreseen by regional legislation for public housing;
- “**nulla osta**” (entry clearance) issued within the previous 90 days by the competent Italian Questura in the city where the applicant will reside (Main Police Station).

#### **Entertainment industry personnel:**

- Contract with the original signature of the holder of the license to operate, or impresario or legal representative thereof, ensuring the self-employed person compensation higher than the minimum level foreseen by the law for exemption from participation in health services contributions (€8,400);
- appropriate professional documentation, issued by competent Authorities and validated by the Italian Consulate, certifying the legal right of said Authority to issue said documentation;
- certification of the firm's enrollment in the Business Registry;
- copy of the budget deposited at the Business Registry for Ltd Companies, or copy of the latest tax return for firms constituted by individual persons, from which it can be ascertained that earnings or income are sufficient to guarantee compensation of the applicant;
- availability of suitable lodgings to be proven according to one of the following means:
  - rental lease or ownership deed;
  - declaration by an Italian or foreign citizen legally residing in Italy stating that he/she has made available suitable lodgings that fulfill the minimum requirements foreseen by regional legislation for public housing;
- copy of the declaration of responsibility already sent by the Italian contract provider (or by the legal representative thereof) to the competent “**Direzione Provinciale del Lavoro – Servizio Ispezione del Lavoro**” indicating that, in virtue of the contract stipulated, the applicant will not be employed as an employed worker;
- “**nulla osta**” (entry clearance) issued within the previous 90 days by the competent Italian Questura in the city where the applicant will reside (Main Police Station).

**Managers or highly qualified employees of companies based in Italy or with branches in Italy, or of branch offices of foreign companies headquartered in a member country of the World Trade Organization, or managers of main offices in Italy of Italian firms or firms of another EU member:**

- Certification issued by the competent “***Direzione Provinciale del Lavoro – Servizio Politiche del Lavoro***” that the contract does not constitute subordinate employment;
- availability of suitable lodgings to be proven according to one of the following means:
  - rental lease or ownership deed;
  - declaration by an Italian or foreign citizen legally residing in Italy stating that he/she has made available suitable lodgings that fulfill the minimum requirements foreseen by regional legislation for public housing;
- “**nulla osta**” (entry clearance) issued within the previous 120 days by the competent Italian Questura (main Police Station).

**University language lecturers, university professors and researchers intending to teach or carry out paid research activities in Italian universities or educational or research Institutes, translators and interpreters:**

- Certification issued by the competent “***Direzione Provinciale del Lavoro – Servizio Politiche del Lavoro***” that the contract does not constitute subordinate employment;
- availability of suitable lodgings to be proven according to one of the following means:
  - rental lease or ownership deed;
  - declaration by an Italian or foreign citizen legally residing in Italy stating that he/she has made available suitable lodgings that fulfill the minimum requirements foreseen by regional legislation for public housing;
- “**nulla osta**” (entry clearance) issued within the previous 120 days by the competent Italian Questura (main Police Station).

**This consular administration has full authority to evaluate and request additional documentation, if deemed, in addition to what is submitted. Furthermore, the applicant is hereby informed that submitting all required documentation does not guarantee the issuance of any particular visa.**