



SCHENGEN APPLICATION FORM

- Full Name :
- Phone number :
- Email address :
- Home address :
- Marital status :
- Current occupation :
- Name of employer :
- Address of employer :
- Employer email address :
- Employer phone number :
- Intended date of travel and return :
- Date of most recent Schengen visa (from dd/mm/yyyy - to dd/mm/yyyy) :
- Surname and first name of the inviting person or Hotel reservation :
- Address of invitee :
- Email of invitee:
- Phone number of invitee:

Please attach the international passport data page and most recent Schengen visa.

REQUIRED DOCUMENTS

TOURIST REQUIREMENTS

Documents Provided by VisaPlug (Travel Agency):

- Completed Schengen Visa Application Form
- Appointment Confirmation Slip
- Confirmed Hotel Reservation
- Flight Reservation (Round Trip)
- Travel Health Insurance

Documents to Be Provided by Applicant:

1. Employment / Professional Documents

- Employment Letter
- Introduction Letter from Employer
- Last 3 Months' Payslips
- Work ID Card
- Promotion Letter (if applicable)

2. Financial & Supporting Documents

- 3 Months' Personal Bank Statement (stamped by bank)
- Proof of Property Ownership (if any)
- Investment Documents (shares, fixed deposits, etc.)

3. Family & Social Ties (Optional but Recommended)

- Marriage Certificate (if married)
- Children's Birth Certificates
- Family Photographs

4. Additional Supporting Documents (Optional but Recommended)

- Company Profile or Brochure
- Proof of Previous Business Transactions with the Italian Company (emails, contracts, invoices)
- Travel History (previous visas and entry stamps)

Important Notes:

- All documents must be submitted in original + copy. Originals (except bank statements) will be returned.
- The Italian Consulate may request additional documents.
- Any forged/fake documents will be seized, and the applicant may face prosecution in Italy & Nigeria.