Ambasciata d'Italia
La Paz

VISA: BUSINESS

SPECIFICATIONS

- Applicant's nationality: Non-EU
- Applicant's residence: Bolivia
- Duration of travel: up to 90 days
- Purpose of travel: Invitation for work and business purposes
- Main destination country: Italy, Slovakia, Slovenia or Malta
- Visa type: Schengen visa type C – Short stay
- Where to apply: Embassy of Italy in La Paz, Bolivia

REQUIREMENTS

1. Original receipt for payment of the consular fee
2. Passport valid for at least 3 months from the planned date of departure from the Schengen Area, with two consecutive blank pages available
3. Schengen visa application form
4. Photograph measuring 35 × 40 mm, with a white background, compliant with current ICAO standards: https://www.icao.int/sites/default/files/FAL/Annex_A-Photograph_Guidelines.pdf
5. Reservation for round-trip tickets from Bolivia to the main destination country
6. Accommodation reservation for the entire period of stay
7. Travel medical insurance covering the entire period of stay
8. Original, official business invitation signed by the inviting companyhttps://amblapaz.esteri.it/wp-content/uploads/2024/02/Formulario-Invitacion-por-negocios.pdf
   - 8.1 Company registration extract of the inviting company
   - 8.2 Identity card of the owner or legal representative of the inviting company
   - 8.3 The inviting company must contact the Consular Office – Visa Section of this Embassy directly to confirm the invitation: lapaz.visti@esteri.it
9. Documentation proving the business relationship between the applicant and the inviting company
10. Proof of socioeconomic status and ties to Bolivia

Employees:

10.1 Employment certificate
10.2 Authorization to attend the business meeting/visit
10.3 The last 3 payslips
10.4 AFP/GESTORA statement
10.5 Original bank statement for the last 3 months, signed and stamped by the bank

Self-employed individuals:

10.6 Tax Identification Number (NIT)
10.7 Tax payments for the last 3 months
10.8 Company incorporation documents
10.9 Original bank statement for the last 3 months, signed and stamped by the bank

Pensioners:

10.10 Original bank statement for the last 3 months, signed and stamped by the bank
10.11 The last 3 pension payment slips

University students/students in higher education courses:

10.12 Certificate of enrollment
10.13 Academic transcript showing courses passed
10.14 Proof of means of support in Bolivia
10.15 Proof of sufficient financial means to pay for the trip

11. Photocopy of the Bolivian identity card and passport

NOTES

- The Embassy reserves the right to request, at the counter, additional documentation not listed in this document if it considers such documentation appropriate and useful for the application. In that case, the applicant will be given a period of time to submit the relevant documents.