



## APPLICATION PROCEDURE FOR BUSINESS VISA

### APPLICANT'S DOCUMENTATION:

- 1) An application form, filled-in, duly dated and signed (the application form is available at the gate of the Embassy)
- 2) One recent passport-size colour photo (must have been taken less than six months before the application), size 35mm x 40mm, full-face with white background (ICAO standard [https://www.icao.int/sites/default/files/FAL/Annex\\_A-Photograph\\_Guidelines.pdf](https://www.icao.int/sites/default/files/FAL/Annex_A-Photograph_Guidelines.pdf)).
- 3) A valid passport or travel document, issued not more than 10 years ago, with a validity of at least three months after the end of the intended stay (hence the relative visa) within the Schengen area with at least 2 blank pages.
- 4) Documentation certifying the commercial activity in Eritrea and the "relationship" with the Italian inviting company;
- 5) Documentation certifying the financial status in Eritrea: bank current account statement, business licenses, business activity receipts, documents pertaining ownership of immovable properties or similar items, etc.
- 6) In case of an employee, pay slips of the last three months and a supporting letter from the employer which specifically describes:
  - The exact title
  - The position held.

**ALL the documentation should be translated into Italian or English.**

### SPONSOR'S DOCUMENTATION

- a) Original invitation letter the sill and signature of the legal agent, specifying the reason and the activity which will be performed by the invitee;
- b) Copy of the identification card of the signee of the invitation;
- c) A recent certification from the Chamber of Commerce;
- d) Documentation certifying past or present commercial activities;
- e) **Medical insurance** for the applicant, with minimum coverage of EURO 30.000 (thirty thousand), for medical care, emergency services and repatriation expenses, valid for all Schengen countries;

A hotel reservation should be submitted along with a ticket booking bearing the departure and return dates.

All the documentation **should be sent to the applicant** whom should fix an appointment, by calling to the Embassy (tel. 121852), in order to submit the application and appear for an interview.

During this phase, the Visa Section reserves the right to request further documentation regarding the visa application.

**In case the applicant does not come back to Eritrea before the expiry date of the visa, the Visa Section will immediately notify the concerned Authorities in Italy the names of the sponsor or inviting body as well as the invitee for necessary action according to the illegal immigration law.**

The refusal of the visa application will be notified to the applicant in written form, where the reason for the refusal will be stated, as well as the procedure for a subsequent petition against the decision, at the "T.A.R" of Lazio. Furthermore, please be reminded that in case of a refusal of a visa, the refund of the amount paid for the application will not be possible.

**Each application questionnaire should be submitted with all the relevant documentation.**

**A copy of the documents stated in point a) – b) and e) should be taken along during the trip in order to avoid any possible problem which may arise at the entry frontier.**

**The undersigned declares to have viewed the information about the personal data protection regarding the issuance of visas according to the General Data Protection Regulation (UE) 2016/679.**

Date:

Duly noted

Signature \_\_\_\_\_



**ዝርዝር ሰነዳት መሕተቲ ንግዳዊ ቪዛ**

**ብወገን ተዓዳሚ ክቐርቡ ዘለዎም ሰነዳት**

- 1) ፎርም መሕተቲ ቪዛ ኩሉ ክፋላቱ ዝተመልአ ኮይኑ፡ ዕለት ዝተጻሕፎ ከምኡ ድማ ብሓታቲ ዝተፈረመ ክኸውን ይግባእ (ፎርም ካብ ኣፍደገ ኤምባሲ ክውሰድ ይክእል)፡
- 2) ኣደ (1) ኣብ ቀረባ እዋን (ኣብ ዉሽጢ 6 ወርሒ ዝተወሰደ ናይ ፓስፖርት ሕብራዊ ስእሊ)፡ ብቐድሚት ኣብ ጸዕዳ ድሕረ ባይታ ዝተሳለለ፡ (ICAO [https://www.icao.int/sites/default/files/FAL/Annex\\_A-Photograph\\_Guidelines.pdf](https://www.icao.int/sites/default/files/FAL/Annex_A-Photograph_Guidelines.pdf)) .
- 3) ካብ ዝወሃብ ትሕቲ 10 ዓመት ዝገበረን ድሕሪ ዕለተ ምምላስ እንካብ መገሻ ድማ እንተወደቀዎ ንሰለስተ ወርሒ ከገልግል ዝክእልን 2 ነጻ ገጻት ዘለዎን ፓስፖርት፡
- 4) መረጋገጺ ሰነድ ንግዳዊ ንጥፊት ኣብ ኤርትራን መረጋገጺ “ዝምድና ወይ ርክባት ናይ ስራሕ” ምስ ዕድመ ዝገብር ዘሎ ናይ ጥልያን ትካል፡
- 5) ኣብ ኤርትራ ዘሎካ ቁጠባዊ ዓቕሚ ዘረጋግጽ ሰነዳት ከም፡ ጸብጻብ ተንቀሳቓሲ ሕጻብ ናይ ባንክ፡ ሊቸንጎ፡ ቅብሊት ንግዳዊ ንጥፊታት፡ ሰነድ ናይ ትውጊኖ ዘይንቀሳቕስ ንብረት ወዘተ...
- 6) ናይ መንግስቲ ሰራሕተኛ ምስ ዝኸውን ናይ ዳኢረዎት ሰለስተ ወርሒ ናይ ደምዝ መረጋገጺ ሰነድ ከምኡ ድማ ነዚ ዝስዕብ ዝገልጽ ደብዳቤ ካብ ኣስራሒ ክቐርብ ይግባእ፡
  - ሞያ ወይ ብቐዳት ናይ ስራሕ፡
  - ሸፈርዎ ዝርከብ ናይ ስራሕ ጽፍሒ፡፡

**ኩሎም ሰነዳት ናብ ቋንቋ ጥልያን ወይ ናብ ቋንቋ እንግሊዝ ምትርጓም የድሊ።**

**ብወገን ዓዳሚ ክዳለዉ ዘለዎም ሰነዳት**

- ሀ). ማሕተም ዘለዎ ከምኡውን ብወገን ወግዓዊ ወኪል ትካል ዝተፈረመን ምክንያት ምብጻሕን ታዓዳሚ ዘካይዶ ስራሕን ዝገልጽ ናይ ዕድመ ደብዳቤ፡
- ለ). ቅዳሕ ወረቀት መንነት ፈራሚ ናይ ዕድመ ደብዳቤ፡
- ሐ). ዓዳሚ ትካል ኣብ ቤት ምክሪ ንግዲ ናይቲ ዓዲ ምዝገብ ምዃኑ ዘረጋግጽ እዋናዊ ሰነድ፡
- መ). ሰነድ ናይ እዋናዊ ወይ ሕሉፍ ንግዳዊ ንጥፊት፡
- ረ). ኣብ ኩለን ሃገራት ሸንገን ቅብራ ዝኾነ፡ ንናይ ህጹጽ ረዲኤት ሕክምና ይኹን ናይ ሆስፒታል ወጻኢታት ከምኡውን ወጻኢታት መምለሲ ናብ ሃገር ከገልግል፡ እንተወደቀዎ ናይ 30.000,00 ኤዊሮ ዝሸፍን ምድሕን ጥዕና

ብተወሳኺ መኸድን መምለስን ዕለታት ዘነጻረ ዝተሓዘአ ናይ ኣየር ቲኬት፡ ኣብ ሆቴል ቦታ ከም ዝተሓዘአ ዝገልጽ ሰነዳት ክቐርብ ይግባእ።

ዓዳሚ ኩሎም ሰነዳት ንተዓዳሚ ክሰደሉ ይግባእ፡ ተዓዳሚ ድማ ኩሎም ዘድልዩ ሰነዳት ምስ ኣዳለወ በዚ ዝስዕብ ቁጽሪ ቴሌፎን (121852) ብምድዋል ሰነዳት ንምቕራብ ከምኡውን ቃለ መሕተት ንምግባር ቆጻራ ክሕዝ ይክእል።

ቃለ መሕተት ኣብ ዝካየዱሉ እዋን እዚ ቤት ጽሕፈት ቪዛ ካልእ ተወሳኺ ሰነዳት ክሓትት ይክእል።

**ሓታቲ ቪዛ ኣብ ግዚኡ እንካብ መገሻ ናብ ሃገረ ኤርትራ ምስ ዘይምለስ ክፍሊ ቪዛ ንዝምልከቶም ኣካላት መንግስቲ ኣስማት ናይ ገገሺ ከምኡውን ናይ ዓዳሚ ኣካል ወይ ትካል ብሕጹጽ ብምሕባር ብመሰረት ሕጊ ዘይሕጋዊ ኤሚግሬሽን ተሓተትቲ ከም ዝኾኑ ከምኡውን ንግቡእ ስጉምቲ ንምውሳድ የምልከት።**

ሓታቲ ቪዛ ሕትኡ ምስ ዝነጸግ፡ ምክንያት መንጸጊኡ ብጽሑፍ ይወሃብ፡ ኣብቲ ጽሑፍ ድማ ኣገባብ ናይ ይግባይ ምባል፡ ኣብ T.A.R ናይ ላዝዮ ብምቕራብ ዝኸውን ኮይኑ፡ መግለጺ ይወሃብ። ቪዛ ምስ ዝነጸግ ሕቶ ቪዛ ንምቕራብ ዝክፈል መጠን ገንዘብ ተመላሲ ኣይከውንን።

**ቪዛ ንምሕታት ዝቐርብ ፎርም ምስ ኩሉ ኣድላዩ ሰነዳት ተማሊኡ ክቐርብ ይግባእ። ኣብ ሀ. ለ. ረ. ተጠቐሶም ዘለዉ ሰነዳት ሓታቲ ቪዛ ኣብ ዝገሸሉ እዋን ሒዙዎም ክኸይዱ ስለ ዘድልዩ ቅድሚ ናብ ኤምባሲ ምርካቡ ቅዳሕ ክትርፍ ይግባእ።**

ስመይ ኣብ ታሕቲ ተጠቐሶ ዝርከብ፡ ብዛዕባ ዕቃብ ኣብ ጉዳይ ቪዛ ዝወሃብ ውልቃዊ ሓበሬታ ዝገልጽ ሓፈሻዊ መምርሒ ዕቃብ ሰነድ (ናይ ኤውሮጳዊ ሕብረት) 2016/679፡ ማለት General Data Protection Regulation (EU) 2016/679፡ ንዘሎ ሓበሬታ ከም ዝተመልከትኩዎ ኣረጋግጽ።

ዕለት \_\_\_\_\_

እዚ ሓበሬታ ከም ዘምቡብኩዎ  
ብክታመይ የረጋግጽ \_\_\_\_\_