



SUBORDINATE WORK VISA

JOURNALISTS, CORRESPONDENTS AND PRESS REPORTERS

**Journalists, correspondents and press reporters officially accredited in Italy
and employed by foreign press or TV and radio broadcasters**

Each applicant is required to bring a complete set of documents (ex. a family of 4 people = 4 sets of documents). Multiple applications with only one set of documents will not be accepted.

1. **Visa application form**. Please notice 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 in front of a Visa Officer.
2. **Recent passport-size photograph (1.2”x1.5” or 3x4 cm)**, on white background, full face and front view. Scanned or photocopied photos will NOT be accepted;
3. **Valid passport** (**Original 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 is no older than 10 years and has at least two blank pages to affix the visa;
4. **Permanent Residence Card** (**Original plus 1 copy**) or other US immigration document allowing re-entry into the United States (e.g., valid long-term US visa, Advanced Parole, etc.). International students must submit original F-1 Visa and I-20 (plus 1 copy);
5. **Driver’s License or State ID** (**Original plus 1 copy**) as proof of residence in the jurisdiction of this Consulate General. If you recently moved into our jurisdiction you can submit another proof of current address (e.g., utility bills, bank statements, etc.);
6. **Accreditation**. The applicant must submit an online application to request a preliminary accreditation at www.esteri.it, under “**Area Giornalisti**” (www.esteri.it/mae/en/sala_stamp/areagiornalisti)and
 - obtain the identification number (ID) which will appear at the end of the registration;
 - electronically attach to the form a letter from the Director of the press organization addressed to the Ministry of Foreign Affairs – Servizio Stampa e Informazione – Ufficio Accreditamento – stating that the applicant is appointed as press correspondent in Italy and indicating his/her qualification (journalist, photographer, operator, etc.) and the duration of the stay;
7. **Employment verification:**
Letter of employment (indicating: position held, length of employment, monthly annual salary,
8. **Press Card;**
9. **Verbal Note** by the local Italian Diplomatic Office (ex. a US citizen will request the VN to the US Embassy in Rome) addressed to the Ministry of Foreign Affairs including the journalist ID number previously obtained by the registration system;
10. **Flight reservation** round trip showing complete itinerary. If you visit more than one Schengen country, please provide means of transportation between countries (ex. car rental, train reservation);
11. **Visa fee** (non-refundable). This Consulate accept only Money Orders, Cashier's checks or cash payable to the Consulate General of Italy, We do not accept personal checks or credit cards;
12. **Mailing** Applicants can provide a SELF-ADDRESSED, PRE-PAID EXPRESS MAIL ENVELOPE to receive the passport and visa by mail. Envelopes with insufficient postage will not be accepted. Passport and visas can be always collected at this Office during regular business hours. WE DO NOT ACCEPT REGULAR MAIL;