

## SALARIED EMPLOYMENT VISA

### Documents required:

Every person who is permanently residing in Italy who wishes to hire foreign nationals with a contract of subordinate work must request the authorization at the competent “Sportello Unico per l’Immigrazione” located at every “Prefettura” in Italy. Only after having obtained the requested authorization, the foreign nationals are eligible to submit a “subordinate work” visa application with the following documents:

- Application form duly completed and signed by the applicant.
- Two recent color photos (size 35mm x 40mm with white or very light background and in accordance with the I.C.A.O. standards).
- Valid passport (valid for at least 3 months beyond the expiry of the visa).
- Copy of the first page of the passport and previous Schengen visas with exit and entry stamps.
- Original and copy of Italian or English translation of the identity card (Shenasnameh) with the legalization of the Ministry of Foreign Affairs and the Ministry of Justice.
- Authorization letter (NULLA OSTA) issued by the “Sportello Unico per l’Immigrazione”.
- Original or copy printout of confirmed flight booking or air ticket.

### Visa Fees: 116 EURO

The Italian Embassy reserves the right to request further documentation in addition to that mentioned above. The issuing of this kind of visa usually takes 90 days since the application is transmitted to the Consular Chancery of the Italian Embassy, unless further checks and verifications are required.

**NOTE:** Documents other than those specified in the checklist will not be accepted.