



Ambasciata d'Italia in Etiopia

INVITATION Visa

The invitation visa allows foreign nationals to enter Italy and the Schengen Area for invitation purposes, for a short stay of up to 90 days within any 180-day period.

To apply, applicants must submit the completed and signed Schengen application form ([Schengen Form](#)), together with the documents listed in the following checklist, based on the harmonized checklist agreed upon by the Schengen countries for Ethiopia (to consult the harmonized checklist, click here [Lista Armonizzata](#)).

Please note that the Embassy reserves the right to request additional documentation.

The required documents to apply for a visa are:

- Original Schengen visa application form, duly completed and signed. For minors, the form must be signed by a parent or legal guardian.
- Recent ICAO-format photograph (3.5 x 4.5 cm), light background, taken within the last 6 months. For further information: [ICAO Photograph Guidelines](#).
- Valid passport and copy of the passport, with validity of at least 3 months beyond departure from the Schengen Area, issued within the last 10 years and with at least 2 blank pages.
- Travel medical insurance with minimum coverage of €30,000 valid for all Schengen States.
- Invitation letter from the Italian company or institution, accompanied by an employer letter justifying the purpose of the trip.
- Hotel reservation or invitation letter valid for the entire duration of the stay.
- Round-trip flight reservation. It is not necessary to purchase the flight ticket before the visa decision is issued.
- For self-employed applicants: business licence and bank statements for the last 3–6 months. Translation is required if the documents are written in Amharic.
- For employees: employer letter indicating: position; salary; approved leave; continuity of employment; confirmation of the business-related purpose of the trip.

- Proof of financial means through: bank statements; savings; property ownership; other available financial resources.
- Proof of ties in Ethiopia, such as: marriage certificate; children's birth certificates verified by the Ministry of Foreign Affairs (MFA); other documents demonstrating family or economic ties.
- Copies of previous Schengen visas, if available.
- Any additional supporting documents requested by the Embassy.
- For foreign applicants residing in Ethiopia: copy of the Ethiopian residence permit. If the applicant intends to return to Ethiopia, the residence permit must be valid for at least 3 months beyond the intended stay in the Schengen territory. If the applicant does not intend to return to Ethiopia, proof of entry into the country of origin or another third country must be provided.