Embassy of Italy

Wellington

VISA CHECKLIST

DIGITAL NOMAD/REMOTE WORKER VISA

(SHORT STAY, UNDER 90 DAYS OR LONG STAY, OVER 90 DAYS)

In order to lodge an appointment, applicants are required to attempt to book an appointment using the PRENOT@MI application available on our website.

REQUIREMENTS		**CHECK**
1	Applicants must be citizens or permanent residents of New Zealand, Tuvalu, Samoa, Tonga, Niue, Cook Islands, Kiribati, and Pitcairn.	
2	Applicants must be highly specialised workers as per the requirements listed in article 27-quarter of the Legislative Decree n. 286 of 25 July 1998, including careers that require post-secondary degrees or at least three years' professional training or experience. Categories: - DIGITAL NOMAD (self-employed): for freelancers, consultants, or other highly qualified professionals. - REMOTE WORKER (subordinate workers/employees): for workers who are already employed by a company and they can perform their work completely remotely.	

BASIC DOCUMENTS (mandatory for all visas)		**CHECK**
1	Visa application form, duly filled and printed: - For short stay: Schengen Visa. - For long stay: National Visa Application Form.	
2	1 recent passport-size photo. ICAO	
3	Current passport with at least 3 months' residual validity after the visa expiry date (the passport must have 2 blank pages on which the visa will be affixed).	
4	Non-NZ citizens applicants must provide NZ Visa.	
5	Full flight itinerary including border of entry into Italy. WITH Return-trip booking from/to NZ for Schengen Visa Applications (short stay). OR One way travel ticket reservation for National Visa Applications (long stay).	

6	Proof of qualifying profession:
	- Option 1: Bachelor degree, or higher, or a secondary professional certificate (at least 3 years course). If issued by NON EU Universities or schools, a Declaration of Value must also be provided. Instead of the Declaration of Value, a certificate issued by the Information Centre on Mobility and Academic Equivalence (CIMEA) is also acceptable.
	- Option 2: Possession of a higher professional qualification, attested by at least five years of professional experience. As supporting evidence, please provide:
	  - If self-employed: trade/business license + tax assessment for the last 5 financial years.
	  - If employed: previous contracts + pay slips (at least 2 for each year) and stamped letter, with company letter head and logo, from the employer with description of the	

	experiences achieved within the company and indication of the starting and ending dates of the employment relationship. - Option 3: In case of the professions listed here, the qualification must be assessed by the competent Italian authorities, as listed in Legislative Decree No. 206 of November 9, 2007, before submitting the visa application. - Option 4: Proof of three years of relevant professional experience gained in the seven years prior to the application submission, proving that the applicant is a manager or specialist in the information and communication technologies field.	
7	Previous experience of at least six months in the context of the work activity to be carried out as a digital nomad or remote worker.	
8	Proof of annual income relating to the previous financial year which must be at least three times the minimum level required by law for exemption from health care contribution (€8,500*3).	
9	Travel insurance: minimum coverage of €30,000 for medical reasons, emergency hospital, repatriation expenses including for body remains, valid for all Schengen countries and for the whole duration of the stay in the Schengen area policy (ONLY from European and local NZ insurance companies).	
10	Availability of a suitable lodging, which must be coherent with the period of stay of your visa application, must be provided: - Option 1: Proof of rental agreements registered with Agenzia delle Entrate. - Option 2: Proof of property ownership (deeds) registered with Agenzia delle Entrate (Visura catastale dell'immobile).	
11	Proof of Payment of the visa processing fee (i.e., screenshot of your bank account). Payment is required by bank transfer. Please note that the amount of the visa processing fee changes from quarter to quarter, details here (please pay amount for the required visa).	
12	Prepaid self-addressed courier envelope with attached "Courier with Signature" label (to be purchased separately). For Rural deliveries please include also a "Rural Delivery label" (also purchased separately).	

ADDITIONAL DOCUMENTS (only for remote worker)		**CHECK**
1	Proof of remote employment contract with the indication of the role, date of employment, salary.	
2	Original letterhead declaration from employer, or legal representative, with a copy of a valid and current photo ID, certifying the absence of convictions against him in the last five years, as per clause 22, paragraph 5-bis, of Italian "Testo Unico sull'Immigrazione" (Legislative Decree 25 July 1998, n. 286).	