



Italian Embassy
Tashkent

EMPLOYMENT VISA

Visa Type:	National Visa (type "D") for subordinate work
Length of stay:	from 91 to 365 days
Entrances:	1, 2 or multiple entries
Time requirements for submitting the application:	no earlier than six months and at the latest 15 calendar days before the start of the planned trip
Deadline for completion of the procedure:	90 days
Reference legislation:	<ul style="list-style-type: none"> • Legislative Decree no. 286/1998, articles. 3, 21, 22, 24, 27, 27-quater and 27-quinquies; • Presidential Decree no. 394/1999, art. 29, 31, 40, 49 and 50; • Law no. 103/2002; • Legislative Decree no. 81/2015, art. 2 co. 1; • Legislative Decree no. 206/2007; • Interministerial Decree No. 850/2011, Annex A, point 8; • Interministerial Decree of 29 February 2024; • Interministerial Circular No. 2829 of March 28, 2024.

GENERAL OVERVIEW

The employment visa allows the holder to enter Italy to carry out subordinate work on the basis of a regular employment contract stipulated with an employer located in Italy and on the basis of the work permit issued by the competent Immigration Office (SUI).

CHECKLIST OF SUPPORTING DOCUMENTS

1	<p>Application form for a National Visa type "D" duly completed and signed in original by the applicant.</p> <p><i>For minors under 18, the form must be signed in original by both parents at the Embassy when submitting the application to the designated Official. Both parents and the minor must be physically present at the Embassy.</i></p>
2	<p>Original passport.</p> <ul style="list-style-type: none"> • the passport issue date must not be older than 10 years; • the passport must be valid for at least 90 days from the expiry date of the requested visa; • The passport must contain at least two blank pages.
3	<p>Photocopy of passport and identity card/internal passport.</p>
4	<p>Proof of residence documentation.</p> <p><i>The proof of residence documentation ONLY for Uzbek citizens is as follows:</i></p> <ul style="list-style-type: none"> – Uzbek identity card/domestic passport; – Certificate of residence downloadable from the porta lhttps://my.gov.uz. <p><i>The following documentation is required to prove residency ONLY for Tajik citizens:</i></p> <ul style="list-style-type: none"> – Tajik identity card; – certificate of residence. <p><i>The proof of residence documentation ONLY for non-Uzbek citizens residing in Uzbekistan is as follows:</i></p>



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	<ul style="list-style-type: none">- A valid and valid residence permit issued by the competent authorities of the Republic of Uzbekistan. The original residence permit must be presented at the visa counter, along with a photocopy to be attached to the visa application. It is preferable that the residence permit be valid for at least 90 days after the return date.- work permit issued by the Migration Agency under the Cabinet of Ministers of the Republic of Uzbekistan;- Employment certificate and salary downloadable from the portal https://my.gov.uz;- Certificate issued by the visa applicant's employer, with original signature and stamp, accompanied by a copy of the signatory's passport and Uzbek identity card. The signature on the certificate must match the signature on the Uzbek passport/identity document. The certificate must state the applicant's place of employment and residential address. If the visa applicant runs a business, a copy of the Chamber of Commerce registration and/or business license must be attached. However, if the visa applicant is not employed and is dependent on a family member, the same documents relating to the dependent family member must be attached to the application, along with a signed original statement from the family member certifying that the visa applicant is dependent, and a copy of the family member's Uzbek passport/identity document;- Rental agreement or property deed proving the visa applicant's residency in Uzbekistan, along with electricity and water bills for the last three months in their name. If the visa applicant is not a tenant or owner, they must submit the same documentation in the name of the family member with whom they live, in addition to a copy of the cohabiting family member's passport or identity card. <p>The proof of residence documentation ONLY for non-Tajik citizens residing in Tajikistan is as follows:</p> <ul style="list-style-type: none">- A valid and valid residence permit issued by the competent authorities of the Republic of Tajikistan. The original residence permit must be presented at the visa counter, along with a photocopy to be attached to the visa application. It is preferable that the residence permit be valid for at least 90 days after the return date;- work permit issued by the competent immigration offices of Tajikistan;- Certificate issued by the visa applicant's employer, with original signature and stamp, accompanied by a copy of the signatory's passport and Tajik identity card. The signature on the certificate must match the signature on the Tajik passport/identity document. The certificate must state the applicant's place of employment and residential address. If the visa applicant runs a business, a copy of the Chamber of Commerce registration and/or business license must be attached. However, if the visa applicant is not employed and is dependent on a family member, the same documents relating to the dependent family member must be attached to the application, along with a signed original declaration from the family member certifying that the visa applicant is dependent, and a copy of the family member's passport/identity document;- Rental agreement or property deed proving the visa applicant's residency in Tajikistan, along with electricity and water bills for the last three months in their name. If the visa applicant is not a tenant or owner, they must submit the same documentation in the name of the family member with whom they live, in addition to a copy of the cohabiting family member's passport or identity card.
5	Original passport. <ul style="list-style-type: none">• the passport issue date must not be older than 10 years;• the passport must be valid for at least 90 days from the expiry date of the requested visa;• The passport must contain at least two blank pages.
6	Photocopies of previous Schengen, UK, USA visas.
7	No objection issued by the SUI.
8	Documents that must be provided by the employer in Italy. <ul style="list-style-type: none">• A photocopy of the employment contract stipulated between the visa applicant and the employer in Italy, in accordance with current Italian labor legislation, signed by both parties, or a photocopy of the job offer letter issued by the employer in Italy and signed by both parties.• Photocopy of the employer's Chamber of Commerce registration in Italy.• Photocopy of the signatory's passport and Italian identity document.
9	Letter of authorization issued by the employer in Uzbekistan/Tajikistan. <p>Only in the event that the visa applicant is transferred to Italy to work for the same company for which he or she works in Uzbekistan/Tajikistan, or if the employer in Uzbekistan/Tajikistan intends to transfer the visa applicant to Italy based on ongoing business relations between the company in</p>



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	<p>Uzbekistan/Tajikistan and the company in Italy, the company in Uzbekistan/Tajikistan must issue a letter of authorization addressed to the Italian Embassy in Tashkent, declaring the need to transfer the visa applicant to Italy and requesting the issuance of the relevant visa.</p>
10	<p>Letter of dismissal or certificate of resignation issued by the employer in Uzbekistan/Tajikistan.</p> <p>Only if the candidate intends to resign or has already resigned to move to Italy to work for another company, he or she must submit a letter of dismissal or a certificate of acceptance of the resignation issued by the employer in Uzbekistan/Tajikistan.</p>
11	<p>Proof of cancellation of the Uzbek/Tajik residence permit, only if the visa applicant is a non-Uzbek/Tajik citizen residing in Uzbekistan/Tajikistan and only if requested by the Visa Office.</p>
12	<p>A recent (no older than six months) passport-sized photo with a white background ICAO</p>
13	<p>Proof of accommodation, at least for the first month of your stay.</p> <p>Availability of accommodation can be proven as follows:</p> <ul style="list-style-type: none">• booking confirmation at the accommodation facility;• Invitation from a citizen (Italian or foreign with a residence permit) legally resident in Italy. The inviter must duly complete and sign the "Private Accommodation Invitation Form." The invitation form must include a photocopy of the passport, residence permit (if a foreign citizen), and rental agreement or property deed certified by the competent Italian authorities.
14	<p>Outbound flight booking.</p> <p>IMPORTANT: <u>The Visa Office will only process applications submitted no more than six months before the intended travel date and no later than 15 calendar days before the intended travel date. Applications submitted outside the aforementioned time limits will be immediately rejected by the reception staff at the counter. If the application has already been entered into the IT system, the Visa Office will issue the citizen a simplified decision declaring the application inadmissible, return the attached documents, delete the biometric data from the system (if acquired), and refund any fees collected.</u></p>
15	<p>Highly qualified workers and EU Blue Card holders.</p> <p>Highly qualified foreign workers who intend to perform paid work on behalf of, or under the direction or coordination of, other natural or legal persons may be authorized to enter Italy for periods exceeding three months, outside of the quotas. Pursuant to Article 27-quater of Legislative Decree No. 286/1998, regarding authorization for the hiring of highly qualified workers and EU Blue Card holders, in addition to all the documents listed in this checklist, the visa applicant must submit, alternatively, the following documents (both originals and photocopies) previously submitted by the employer in Italy to the SUI for the purpose of obtaining the EU Blue Card:</p> <p>a) University qualifications (parchment and exam transcript) obtained at the end of a university course of study lasting at least three years. Foreign workers must submit the qualifications, duly apostilled or legalized, legally translated into Italian, along with the Declaration of Value. In this regard, the following is specified:</p> <ul style="list-style-type: none">• If the qualifications were issued by an educational institution based in a State NOT PART OF the 1961 Hague Convention abolishing the requirement for legalization of foreign public documents, the visa applicant must obtain legalization of their qualifications by contacting the competent Italian diplomatic-consular representation, or the one accredited in the consular district of the State in which the educational institution that issued the qualifications is based;• If the educational certificates were issued by an educational institution located in a State Party to the 1961 Hague Convention Abolishing the Requirement of Legalization for Foreign Public Documents, the Apostille applied to the certificates may replace the legalization requirement. To this end, the applicant must contact the competent government authorities of the State where the institution issuing the certificates is located;• the foreign worker must obtain the Declaration of Value by contacting the competent Italian diplomatic-consular representation accredited in the consular district of the country in which the educational institution that issued the certificates is based;• The parchment and exam certificate (including the Apostille) must all be translated into Italian. To do this, you can contact one of our trusted translators by following the link below: From a certified legal translator in Uzbekistan. Please refer to the following link: https://ambtashkent.esteri.it/it/servizi-consolari-e-visti/servizi-per-il-cittadino-foreigner/legalizzazione-e-traduzione-dei-documenti/ <p>b) documentation proving that the visa applicant meets the requirements set out in Legislative Decree no. 206/2007, limited to</p>



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	<p>regulated professions that can be practiced only after registration in professional registers maintained by Public Administrations;</p> <p>c) higher professional qualification certifying at least five years of professional experience of a level comparable to higher level qualifications, relevant to the profession or sector specified in the contract/job offer;</p> <p>d) For managers and specialists in the field of information and communication technologies as per ISCO-08 classification, no. 133 and no. 25, a higher professional qualification is required, certified by at least three years of relevant professional experience acquired in the seven years preceding the submission of the Blue Card application.</p>
16	<p>Intra-corporate transfers (ICT).</p> <p>Entry for intra-corporate transfers (ICT) for periods exceeding three months, outside of quotas, is permitted to foreigners who reside outside the European Union at the time the host entity submits the authorization to the competent Immigration Office in Italy, or who have already been admitted to the territory of another Member State. Only the following categories of workers may enter Italy as part of intra-corporate transfers:</p> <p>a) managers;</p> <p>b) skilled workers, i.e. workers with specialized knowledge that the host organization deems essential for its activities.requirements are assessed on the basis of higher education qualifications and adequate professional experience in specific technical sectors, as well as of the foreigner's membership in a professional association;</p> <p>c) Interns, or graduates, who are about to move to a host company for career development or to acquire business techniques and/or methodologies.</p> <p>An intra-corporate transfer involves the temporary transfer of a foreign worker from a company based in a non-EU country to a host company based in Italy. Both the sending and the host companies must belong to the same company or group of companies, pursuant to Article 2359 of the Italian Civil Code.</p> <p>Pursuant to Article 27-quinquies of Legislative Decree No. 286/1998, regarding authorization for hiring foreign workers in the context of intra-corporate transfers, in addition to all the documents listed in this checklist, the visa applicant must submit the following documents (both originals and photocopies) previously submitted by the host entity to the SUI in Italy for the purpose of obtaining authorization for hiring the foreign worker:</p> <ol style="list-style-type: none">1. employment contract in accordance with Uzbek/Tajik labor legislation, certifying that the applicant has worked for the Company for at least three months continuously;2. application for authorization submitted by the host organization to the SUI, certifying that the foreigner will be hired as a manager, specialized worker, or trainee;3. higher education qualifications and certificates of professional experience, as indicated in letters b) and c).4. Secondment letter or employment contract in accordance with Italian labor law, certifying the duration of the secondment, remuneration, and other employment conditions during the intra-corporate transfer. In addition to the aforementioned documents, interns are required to submit an individual training plan containing the duration, training objectives, and conditions for the internship. The host organization undertakes to fulfill the social security and welfare obligations required by Italian law, unless otherwise agreed between Italy and the foreign national's country of origin.
17	<p>Checklist of supporting documents.</p> <p><i>The visa applicant must submit this checklist, written in both Italian and a foreign language they understand. The checklist must be printed by the visa applicant and signed in original.</i></p> <p><i>In the event of any discrepancies in interpretation between the version originally drafted in Italian and any other version drafted in any other language, the original Italian version shall prevail.</i></p>

DECLARATION:

I understand that failure to submit ALL the documents listed above may result in the denial of my visa application, and that submitting all the documentation listed herein does not automatically guarantee the issuance of a visa.

I understand that the Italian Embassy in Tashkent reserves the right to request additional documents to supplement the visa application, if deemed necessary for a more thorough evaluation of the application.

I understand that the administrative process for processing my visa application has a 90-day deadline and that my passport will not be returned until the final decision on issuing or denying my visa has been issued.



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I am aware that, with regard to the interpretation of the contents of this document, in the event of any discrepancies in interpretation between the version originally drafted in Italian and any other version drafted in any other language, the original version in Italian shall prevail.

I, the undersigned, declare that I have read the information on the protection of personal data relating to the issuance of entry visas for Italy and the Schengen area (General Data Protection Regulation/GDPR (EU) 2016/679, art. 13) available on the website of the Ministry of Foreign Affairs and International Cooperation.

Initials:

Email address (print)

Mobile number

Place and date

**Visa applicant's signature
(parents' signature in the presence of minors)**