



TLSCONTACT VISA APPLICATION CENTRE – LEBANON

LIST OF DOCUMENTS

DIGITAL NOMAD/ REMOTE SALARIED EMPLOYMENT VISA (LESS THAN 90 DAYS)

The "**digital nomad**" is the foreigner who will carry out self-employment activities through the use of technological tools that will allow him to work remotely.

The "**remote salaried worker**" is the foreigner who, through the use of technological tools that allow working remotely, will carry out subordinate work or collaboration activities in accordance with the methods set out in Article 2, paragraph 1, of Legislative Decree 15 June 2015, n. 81. The employer or client may have their registered office in Italy or abroad.

¹All documents should be translated into English, French or Italian.

Please note that an application without a complete set of documents may result in the refusal of the visa application.

Applicants should lodge their visa applications in their country of residence.

If you need to travel within 30 days from the date of submission of your visa application, you can keep your passport on the day of submission (can't be request it later on) only if you attach a copy of your E- ticket and a copy of each page of your passport, including the blank ones. Once submitted, your passport will NOT be returned until the final decision on the visa is adopted.

DOCUMENTS REQUIRED

[Short stay Schengen visa application form](#) :

Complete the application form in full. Print a copy of all pages, sign it and submit it with your application documents. The original application form needs to be signed by the applicant in the signature box at the bottom of the third page.

Note: it is preferable that you provide the application form typed and printed out rather than filled by hand.



Checklist

This checklist is mandatory and should be filled by each applicant. [click here](#)

Two identical ID photos

Two identical ID photos less than 3 months old and meeting set standards.

Size 35 mm x 40 mm, with white background, taken within 3 months. [More information.](#)

Passport

Passport, original.

A full national private passport or official travel document valid for at least more than 3 months beyond the validity of the requested visa ,with two blank visa pages with the mention “visa” to affix the visa sticker. It should be issued in less than 9 years and 9 months after the expiry date of your requested Schengen visa. The photo used on the passport must resemble its holder at the time of submitting the file.

Passport, copy.

One Copy of the passport page containing personal identity information, one copy of the page containing the validity extension information, and all the pages which contain Schengen visas issued during the last 10 years with all the stamps.

Note: **holders of a special or diplomatic passport** should provide a verbal note from the Lebanese ministry of Foreign Affairs.

Proof of socio-economic status (choose one or more options - if applicable):

Option 1 - Bachelor degree, or higher, or a professional certificate (at least 3 years). If

you have diplomas or certificates obtained from schools or universities situated in Lebanon, you need also a declaration of value or a CIMEA certificate (click here for more information and to know how to get it: [Declaration of Value - Documents needed](#))

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 +.
- 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 applicants who hold one of the professions listed [here](#) – assessment by the competent Italian authorities, as listed in Legislative Decree No. 206 of November 6, 2007, before the visa application has been submitted.

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.



- Availability of an income relating to the previous financial year** which must be at least three times higher than the minimum level required by law for exemption from health care contribution (**€24,800**), already acquired in the country of residence.

- Proof of travel insurance** to cover any expenses which might arise in connection with repatriation for medical reasons, urgent medical attention and/or emergency hospital treatment or death.

- Proof of adequate accommodation in Italy.**

- Extract of family register** (ekhraj kaid aily): Original and a copy. This document should be issued within the last 6 months and translated into English, French or Italian.

ONLY FOR REMOTE SALARIED EMPLOYMENT APPLICANT

- Proof of remote employment contract** with the indication of role, date of employment, salary (Employment income must be equal **at least 33.500 EUR** per year).

- Original stamped letter, with company letter head and logo, from local employer, accompanied by a copy of a valid photo ID, certifying the absence of convictions against him**, in the last five years, as per art. 22, paragraph 5-bis, of Italian “Testo Unico sull’Immigrazione”.