



Dear Applicants/Agents/representatives

The Consulate General of Italy in Mumbai has implemented a change in arrangements for the collection of passport from visa application centres in West & South India. With effect from 02nd March 2015, it will no longer be possible for third parties to collect the documents on behalf of an applicant, except in the following cases:

- A parent collecting for a dependent child.
- One member of a group collecting for the entire group.
- A person collecting on behalf of Govt. officials if authorized on the Govt. letter head or department
- Representative of a company (Priority & Fast-track applicants only) - Authorization letter on the letter head of the company and the official ID card

If either of the above comes for passport collection they need to carry the following documents

- Copy of Govt ID card
- Original ICR
- Authorisation Letter

Applicants who do not wish to collect their documents in person and whose documents cannot be collected by one of the above should select pass back by courier at the time they make their visa application.

Please note passports will be delivered to applicant's home address /applicant's office address

This procedural change is to ensure the safe and secure return of documents to applicants.