



PCSing to Italy



It's time to think about your next assignment, and you're considering a consecutive overseas tour with a transfer to Italy. However, have you taken into consideration the status of your family members, and what would be required for them to accompany you to Italy? Although Department of Defense agencies may issue assignment instructions authorizing you and your family members to travel to Italy, entry requirements established by the host country for US Military personnel are not the same for US Government civilians, and may also vary depending on whether your dependents are sponsored by a US Military member or a US Government civilian.

Your Military Passport Agent at Client Legal Services can assist you in determining what documentation is necessary based on your status, as well as assist most individuals in applying for the necessary entry permits required by the host country. Below is a list of the required documentation needed based on your status to obtain a Visa stamp for Italy:

Civilian personnel on assignment and all accompanying family members of civilian personnel:

- No-fee passport or passport from the country of which they are a citizen of (valid for a minimum of fifteen (15) months from scheduled date of entry into Italy).
- Copy of sponsor's assignment orders to Italy with dependents name and relationship listed.
- Schengen visa application.
- Acknowledgement letter signed by sponsor.
- One passport size photo.
- Copy of marriage certificate, if applicable.
- Copy of birth certificate (or adoption papers) for children, if applicable.
- DD Form 1056 – Authorization to Apply for a "No-Fee" Passport and/or Request for Visa.

Applications for DoD civilian personnel and their dependents are handled by the US State Department.

Civilian family members of military personnel on assignment:

- No-fee passport or passport from the country of which they are a citizen of (valid for a minimum of fifteen (15) months from scheduled date of entry into Italy).
- Copy of sponsor's assignment orders to Italy with dependents name and relationship listed.
- Schengen visa application (or other application determined by local Italian Consulate).
- Acknowledgement letter signed by sponsor.
- One passport size photo.
- Copy of marriage certificate, if applicable.
- Copy of birth certificate (or adoption papers) for children, if applicable.

Applications for civilian dependents of military personnel are handled by the Italian Consulate in Korea.

IMPORTANT: DoD Civilian personnel, including military and civilian dependents MUST, repeat, MUST have the proper US "no-fee" official passport or respective country passport, with a visa prior to departure for Italy. US Tourist passports may not be used by personnel who PCS to Italy. The Italian Government will not allow civilians and/or family members to enter country without a visa stamp. Civilians and family members who enter Italy without a visa cannot register or apply for the sojourner permit, and must leave, obtain, a visa, and then lawfully re-enter the country.

** This handout is for general informational purposes only. For specific questions concerning individual circumstances, contact the Client Legal Services Office in your area.*

Yongsan Client Legal Services Division, Office of the Staff Judge Advocate, Eighth US Army
Bldg 4106, room 229 (ACS building). Please call 738-8111 for an appointment.
Office hours: M, Tu, W, F 0900-1600 and Th 1300-1600.