

MAZZESCHI
CORPORATE IMMIGRATION & CITIZENSHIP LAW
MILAN ROME FLORENCE

STEPS TO BE COMPLETED DURING YOUR ITALIAN IMMIGRATION PROCESS	1 - Work Permit (Nulla Osta)	2 -Visa	3 – Contract of Stay	4 – Residence Permit* (Permesso di Soggiorno)	Residency (Extra Service)
Where	Immigration Office “Sportello Unico”	Italian Conulate in Country of Residence	Immigration Office “Sportello Unico”	Post Office + Police (Questura)	Town Hall (Comune)
Who	Mazzeschi	Employee	Employee + Mazzeschi	Employee + Mazzeschi	Employee + Mazzeschi
Timing	2-5 months	1-3 weeks	1 day	3-5 months	1-2 months
Remarks	The employee can be in Italy on business while the application is pending, but must carry out only business activities	- Mazzeschi will provide guidelines on the visa application - Some Consulates require an appointment to be scheduled before		<u>3 appointments required</u> - 1 at the Post Office to file the application - 1 at the Questura for the fingerprinting and identification - 1 at the Questura to collect the Residence Permit	

* Please be advised that you might be subject to travel limitations from the moment your permit of stay application is filed at the Post Office (first appointment of Step 4) while awaiting to receive your final permit of stay from the Questura (third appointment of Step 4)

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