Kristine Villanueva
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Davao City, 5 July 2027

Embassy of Italy in Manila – Visa Office

Subject: Application for a short-stay Schengen visa (tourism) – Kristine Villanueva

Dear Sir or Madam,

I am applying for a short-stay Schengen visa for tourism, for a 12-day stay in Italy from 4 to 15 September 2027. I will travel alone.

1. Purpose of the trip
I will spend five nights in Rome (4 to 9 September), three nights in Florence (9 to 12 September) and three nights in Venice (12 to 15 September), travelling between the cities by train. The enclosed itinerary sets out each day. Italy issued me a Schengen visa in 2024, and I returned to the Philippines on the planned date, as the stamps in my passport show.

2. Accommodation and costs
My hotels are booked for all eleven nights, as the enclosed confirmations show. I will pay for the trip myself from my salary and savings; my personal bank statements for the last six months, in my name, are enclosed. My travel medical insurance covers €30,000 across the Schengen area, including hospitalisation and repatriation.

3. Employment
Since 2017, I have worked as a hospital pharmacist on a permanent contract at San Rafael Medical Center in Davao City. My employer has approved my leave from 3 to 17 September 2027, as the enclosed certificate of employment and certificate of leave of absence confirm. My latest income tax return is enclosed.

4. Ties to the Philippines and return
I live in Davao City with my husband and our daughter, aged ten, who stay at home during my trip, as the enclosed PSA marriage and birth certificates show. I contribute to the Social Security System, and I will fly back from Venice to Manila on 15 September 2027, as the enclosed flight reservation shows.

I remain at your disposal for any further document or for an interview.

Yours faithfully,

Kristine Villanueva

Enclosures:
- Passport, copy of its data page and previous passport with my 2024 Schengen visa
- Schengen visa application form and photograph
- Flight reservation Manila–Rome on 4 September and Venice–Manila on 15 September 2027
- Travel itinerary: Rome, Florence, Venice
- Hotel confirmations in Rome, Florence and Venice
- Travel medical insurance certificate
- Personal bank statements for the last six months
- Certificate of employment, certificate of leave of absence and latest income tax return
- PSA marriage certificate, PSA birth certificate of my daughter and SSS contributions