

Appointment booking process for applicants verified by the previous service provider of the Embassy of Italy in Belarus

Dear Applicants!

Thank you for giving us the opportunity to serve you. If you **have already been verified by previous service provider** of the Italy Embassy and **have received the reference number**, please follow the instructions below:

Step 1. Automatic user registration

Your registration on the VFS website will be completed automatically. No action is required from you at this stage.

Step 2. Waitlist confirmation emails

You will receive an automatic email containing your VFS account credentials and a waitlist reference number. By logging in with these credentials within 72 hours, you confirm your will to be added to the VFS waitlist under the mentioned reference number. After a successful login, you will be able to manage your appointment through your account dashboard.

Step 3. Waiting period

Based on slots availability provided to us by the Embassy we shall release them to you. Please wait until appointment slots become available. No action is required from your side, as you will be notified by email once appointment slots are available to book. Please note that if registration for document submission becomes no longer relevant to you during the waiting period, you may cancel your waitlist application at any time via your online VFS account or contact us to assist you.

Step 4. Notification of available appointment slots

When appointment slots are released, you will receive an email from VFS informing you that appointment booking is available. You must complete the booking process within 72 hours of the time you receive this notification.

Step 5. 72-Hour booking rule

If you book your appointment within 72 hours, your booking will be confirmed. If no booking is made within this time frame, your data will be moved to the end of the waitlist, giving you one additional opportunity to book a slot. If no booking is made after the second slot-allocation email is received, your data will be removed from the waitlist, and you will need to register for the waitlist again as a standard applicant.

Step 6. Appointment confirmation

After successfully booking as per your convenient date, time and preferred city, you will receive an Appointment Confirmation Letter indicating the date and time and other details of your application submission. Please ensure that you bring this confirmation with you on the day of your visit along with all other visa related documents to the VFS Italy Visa Application Centre.

Wishing you all the very best with your Italy visa.