

## **VISA CHECKLIST 5**

### **Check list for Business Visa**

**(Please print a copy and attach on top of your documents at the time of submitting to the Embassy)**

S. N.	Document Required	Enclosed or not
1	Original passport valid for a minimum of 6 months and having at least 2 blank pages	<input type="checkbox"/>
2	Two photographs according to the norms of India Government specification (5 cm * 5 cm) • Photographs and Photocopy facility is not available in Embassy.	<input type="checkbox"/>
3	An Indian Government visa application form duly filled in online and signed on pages 1 and 2.	<input type="checkbox"/>
4	Guarantee letter from the Dutch organization undertaking to bear the cost of applicant's stay in India, stating the details of the applicant, the purpose of visit to India and duration of visit. Letter should be addressed to Embassy of India, The Netherlands.	<input type="checkbox"/>
5	An invitation letter from a registered Indian organization stating the details of the applicant and the company in Netherlands, purpose of visit to India and duration of visit. Letter should be addressed to Embassy of India, The Netherlands.	<input type="checkbox"/>
6	Copy of the registration of the Indian organisation (certificate of incorporation/trust deed)	<input type="checkbox"/>
7	Copy of the registration of the Dutch organization (Kamer van koophandel)	<input type="checkbox"/>
8	Prepaid self-addressed Envelope (mandatory) for return of Ready Passport or documents must be provided with the application.	<input type="checkbox"/>

### **Additional documents as per the case**

**If the applicant is holding other nationality passport than the Dutch passport**

S. N.	Document Required	Enclosed or not
1	Recent extract (Uittreksel) from the city hall or residence proof in the Netherlands including date of	<input type="checkbox"/>

	registration in the Netherlands.	
2	Copy of Residence card showing the date of registration in the Netherlands.	<input type="checkbox"/>

**If the applicant is having dual nationality or second passport**

S. N.	Document Required	Enclosed or not
1	A copy of the second passport	<input type="checkbox"/>
2	In case there is a valid Indian visa in the second passport both passports must be submitted in order to cancel the existing visa	<input type="checkbox"/>

**If the applicant has previously held Indian nationality (one of the below documents)**

S. N.	Document Required	Enclosed or not
1	A copy of "Surrender Certificate"	<input type="checkbox"/>
2	Self Declaration of the status of the Indian passport( On a Plain Paper) and Uittreksel showing the date of obtaining foreign nationality	<input type="checkbox"/>

**If the applicant is an accompanying spouse\*/Children of an individual holding a Business Visa**

S. N.	Document Required	Enclosed or not
1	Copy of the passport and visa of spouse or parent	<input type="checkbox"/>
2	Spouse: Marriage certificate copy with Apostille stamp [*Civil Unions or Registered partnership is not recognised by Government of India]	<input type="checkbox"/>
3	Minor: Birth certificate, both parents passport copies and a "No objection letter", signed by both parent	<input type="checkbox"/>
4	IMPORTANT: On the application form Business Dependent/Employment Dependent Visa should be selected as reason of travel.	<input type="checkbox"/>

**If the applicant is a sportsperson or part of a sports team going to participate in international competitions**

S. N.	Document Required	Enclosed or not
1	Invitation letters from the Indian sport organization clearly stating the details of applicant and the sports organization in Netherlands, purpose of visit to India, places and duration of visit.	<input type="checkbox"/>
2	Proof of financial standing (one of below documents): a) Last 1 month bank statement including the name of the applicant. b) Undertaking from a family member pledging financial support along with a copy of their last 1 month bank statement	<input type="checkbox"/>

**If the applicant is an ex-Pakistani national or has ancestral roots to Pakistan**

S.N.	Document Required	Enclosed or not
1	Copy of the Surrender Certificate of Pakistani Citizenship	<input type="checkbox"/>

I hereby certify that I have submitted a complete application and that I know and accept the minimum processing times required for my visa application.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_