

VISA CHECKLIST 1

CHECK LIST FOR EMPLOYMENT 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 with minimum 6 months validity and 2 blank pages of the passport.	<input type="checkbox"/>
2	An Indian Government visa application form duly filled in online and signed on pages 1 and 2	<input type="checkbox"/>
3	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"/>
5	Proof of educational qualifications	<input type="checkbox"/>
8	Original copy of Employment Contract between Indian Employer and applicant. Contract is to be signed by both parties on each page. Salary/ remuneration paid in India and in Indian Currency only (more than INR.16.25 lacs per annum)	<input type="checkbox"/>
9	If travelled previously on Employment visa, a copy of IT return to be attached for the previous employment period.	<input type="checkbox"/>
10	A letter by the Indian employer, listing all payments made to the employee outside India by parent/ subsidiary/sister entity or otherwise, including social security, pension and any other contributions in the Netherlands or elsewhere to the nearest approximate value in original currency as well as Indian Rupees. The employer shall state in this letter that all such income shall be disclosed in the income tax return in India for the employee.	<input type="checkbox"/>
11	Undertaking from the concerned Indian company on the following lines : We take full responsibility for the activities and conduct of Mr/Mrs/Ms _____ national of _____ during his/her stay in India. If anything adverse comes to notice during this period, we undertake to repatriate him/her at our cost. Date/Seal _____ Signature of competent authority.	<input type="checkbox"/>

12	For Employment visa dependents, a copy of a marriage certificate and visa (in case of spouse) and copy of birth certificate and visa (in case of children).	<input type="checkbox"/>
13	Self addressed pre-paid courier envelop (A4) to send processed document to the applicant.	<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"/>

Note

1 An Employment Visa (E-1 or E-2 or E-3) may be granted to a foreigner subject to fulfillment of the following conditions.

2 The applicant should be a highly skilled and/or qualified professional, who is being engaged or appointed by a company/ organization/ industry/ undertaking in India on contract or employment basis