

CONFERENCE VISA

Version: 18/12/2014

LIST OF DOCUMENTS REQUIRED FOR A CONFERENCE VISA

- 1 **Original passport valid for a minimum of 6 months (or for the validity requested, if greater) and having at least 3 blank visa pages (of which 2 must be side by side)**
- 2 **A photocopy of the data page of the passport**
- 3 **Two photographs conforming to Indian Government norms as per specifications mentioned on our website**
 - Please note photographs available in photo booths in France are not compatible with Indian norms
 - Photos should be glued to the form: the first on page 1 in the box provided and the second on the bottom right hand corner of page 2
 - Photo booths complying to the Indian norms are available in our Paris and Marseille offices
- 4 **An Indian Government visa application form duly filled in online**
 - Your form should be signed in the box under the photograph on page 1. This signature will be scanned and should match the signature on your passport
 - You should validate the data on your form and accept the declaration on page 2 by signing at the bottom of page 2
- 5 **Original letter of invitation as a delegate to the conference issued by the organisers, showing the name of the applicant, written in English and on official organisation letterhead**
- 6 **If the organiser is: the Indian government (Ministry, State Government, Union territory Administration) or an organisation owned and controlled by the Indian government, a Public Sector Undertaking, a Public Funded University or a Central Educational Institution, the United Nations or one of the specialised agencies**
 - A letter, written in English, confirming that the organiser having issued the invitation letter to the conference is one of the organisms mentioned above

If the organiser is: none of the above or an NGO

 - Clearance letter issued by the Ministry of Home Affairs (MHA)
 - Clearance letter issued by the Ministry of External Affairs
 - Clearance letter issued by the Nodal Ministry (ex: agriculture, health...)
 - Clearance letter issued by the State Government or Union Territory Administration of the region hosting the conference
- 7 **Additional documents mentioned below as per your case**

LIST OF ADDITIONAL DOCUMENTS

If the applicant is of Indian origin (born Indian) and has held an Indian passport in the past (one of below document to be provided)

- A copy of their "Surrender Certificate" (if you do not have this you may refer to our website for details)
- A copy of their cancelled Indian passport
- A "Sworn Affidavit" which can be obtained at the Embassy of India

If the applicant is of Indian origin (born in India) and was granted a nationality other than Indian by birth (one of the below documents must be provided)

- A copy of their first passport (provided that it was delivered in India)
- A copy of their "Nationality Certificate" specifying that they have obtained their current nationality by filiation/birth. This certificate must specify an address of residency in India
- A "Sworn Affidavit" which can be obtained at the Embassy of India

If the applicant is holding a non-French passport or having dual nationality

- Reference Form as per your current nationality
- If resident in France: copy of your resident card or an EDF/France Télécom bill (optional but recommended)
- Additional documents as per your current or previous nationality, as applicable

If the applicant is holding a French or non-French passport being of Pakistani origin

- Reference Form as per your origin
- Additional documents as per your origin, as applicable

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: _____