

CONFERENCE VISA

Version: 30/08/2016

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 2 blank visa pages ☐
- 2 Two photographs conforming to Indian Government norms as per specifications mentioned on our website ☐
 - A Photo service complying to the Indian norms are available in our offices
- 3 An Indian Government visa application form duly filled in online and signed on pages 1 and 2 (online form link: <https://indianvisaonline.gov.in/visa/info1.jsp>) ☐
- 4 Guarantee letter from the organization where the applicant is employed, stating the purpose of visit to India ☐
- 5 An invitation letter from a registered Indian organization stating the conference topic, dates and location ☐
- 6 Ministry of Home Affairs (MHA) clearance (in case available)
- 7 Copy of the registration of the Dutch organization (Kamer van koophandel) ☐
- 8 Copy of the registration of the Indian organization (Certificate of incorporation) ☐
- 9 Declaration form : to be filled by all applicants submitting any application ☐
- 10 Additional documents mentioned below as per your case ☐

LIST OF ADDITIONAL DOCUMENTS

If the applicant is not holding a Dutch passport

- Recent Uittreksel from the gemeente or residence proof in the Netherlands including date of registration in the Netherlands ☐
- Residence card showing the date of registration in the Netherlands ☐
- In case the applicant has been resident in the Netherlands for less than 2 years the Telex Form is required (see Download Form section on our website) ☐

If the applicant is having dual nationality

- Declaration of holding a second passport ☐
- A copy of the second passport ☐
- In case there is a valid Indian visa in the second passport both passports must be submitted in order to cancel the existing visa. ☐

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

- A copy of their "Surrender Certificate" (if you do not have this you may refer to our website for details) ☐
- A copy of their "Renunciation Certificate" (if you do not have this you may refer to our website for details) ☐
- A copy of their "Deemed Surrender Certificate" (if you do not have this you may refer to our website for details) ☐
- Declaration of the status of the Indian passport and Uittreksel showing the date of obtaining foreign nationality ☐

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: _____