

# Transit Visa Checklist

**Applicants are requested to submit ALL the documents unless optional choices are requested.**

## Section A: Standard Documents

- ❑ Complete an on-line application form available at <https://indianvisaonline.gov.in/visa/>
  - ❑ Print out the completed form.
  - ❑ Two recent photographs meeting specifications. Please refer to photograph guidance in this website.
  - ❑ Current original passport with a minimum validity of six months which **MUST** have at least three blank 'visas' pages.
  - ❑ One passport copy
  - ❑ Verification of your mode of payment
    - (a) Deposit receipt issued by bank transfer
      - Account Holder: VFS South Korea (브이에프에스코리아)
      - Bank Name: KEB Hana Bank
      - Account Number: 192-910009-22504
    - (b) Online payment receipt, if bank transferred by online.
- Note:** Either (a) or (b) is acceptable. Choose only one option from above.  
Personal/company cheques, mobile/phone banking receipts, ATM receipts or cash would NOT be accepted.
- ❑ Print the appointment receipt.
- ❑ Airplane ticket to a third country.

## Section B: Additional documents based on specific conditions

Condition 1: Are you a seaman?

- For a seaman, you need to submit **seaman's pocket ledger**. If you need a remark, you also need to submit **Travel Order (Original)** which **MUST** include name of the port and the vessel which you will board.

Condition 2: For Non-Korean Passport holders

**[ ! ] Interview is required**

- All Non-Korean passport holders **MUST** submit:  
: ARC (Alien Registration Card) copy of front & back side

**Note:** Specific nationality holders may request to provide additional documents and attend an interview.  
**Embassy interviews take place from 9 am to 11 am on a first-come-first-served basis.**

Condition 3: For Diplomatic/Official Passport holders

- Under the Visa Exemption Agreement between the Republic of Korea and the Republic of India, Korean diplomatic/official passport holders do not need a visa up to 90 days. Please note that if you have a Non-Korean diplomatic/official passport, you must contact Embassy of India in Seoul to verify the detailed conditions.

Condition 4: Have you previously obtained an Employment Visa / Business Visa as an Owner?

**[ ! ] Interview is required**

- You need to submit additional documents:
  - (a) If previously obtained Indian visa was Employment visa,  
**Tax Statement** of last two years and **No Objection Letter** are required.
  - (b) If previously obtained Indian visa was Business owners visa,  
**Tax Statement** of last two years is required. **[ ! ] Interview is required**

**Note:** This condition is applicable for those applicants applying for a new visa immediately after their Employment / Business owner's visa.

### Section C: Important Reminders

Please note **the validity of the visa begins from the date of issue** and NOT from the date of arrival in India.

Visa fees and other service fees cannot be refunded once your application is submitted.