

## Documents to be submitted with **ORANGE CARPET** application

### Key documents

- Original passport, must not be older than 10 years and valid for at least three months longer than the intended stay. The passport should have at least two blank pages to affix the visa.
- A copy of the holder page of your passport
- Passports with observations regarding the front data page will not be accepted.
- One applications form with all fields filled in and signed by the applicant. The e-mail identity and mobile phone number should be clearly readable.
- Two recent photographs in the size of 36-40mm width with white background. The face should cover 70-80% of the photo area.
- Visa fee and service fee amount. Children between 0 and 6 years old will not be charged.

### Supporting documents

- Covering letter in original from the Indian company or organization of the applicant, signed by one of the authorized staff members that are registered with the Embassy/Consulate General, stating at least:
  - a) The applicant's identity;
  - b) The purpose of the journey (meetings, conferences, training or business related events); and
  - c) The period and place of intended stay.

As part of the Orange Carpet Vissa Facilitation the necessity of having to show a confirmed flight reservation, medical insurance and hotel reservation is waived.

However, in case of a spouse and/or children accompanying the employee on his/her business trip for tourism or family/friends visit purposes, the following documents have to be attached to the applications of the spouse and/or children:

- Copy of overseas medical insurance policy, including medical emergency evacuation cover (equivalent to 30,000 Euros), corresponding with the desired periode of stay.
- Copy of airline reservation or PNR

***If the applicant is a minor (younger than 18 years)***

- If the minor is travelling with only one parent, written consent certified by public notary of the other parent or guardian, except in cases of a parent having sole custody or guardianship of the minor;
- If the minor travels alone (without parents), written consent, certified by public notary, of both parents or guardians having custody or guardianship of the minor;
- Copies of the passport of the parents. If not applicable, birth certificate of the applicant and copies of the ID cards of the parents.