

## The Travel Visa Company

Your Dedicated, Worldwide Travel Visa Agency



### REFERRED BY

i.e. Travel Agent / Tour Operator / Cruise Line / Search Engine / Repeat Customer / Friend / Other

You **MUST** return this front page with your application.

### RETURN ADDRESS

#### The Travel Visa Company Ltd.

Unit 2A, The Courtyard  
Regents Park, London Road  
Nantwich, Cheshire  
CW5 6LW



### SUPPORT

If you have any queries or would like additional assistance when completing your application, please contact us and one of our team would be happy to assist.



Telephone: **01270 904 907**



Email: **[applications@thetravelvisacompany.co.uk](mailto:applications@thetravelvisacompany.co.uk)**

## India Business Visa Application Pack

### Pre-Check & Application Registration

Thank you for requesting an application pack for an India Business Visa.

Please complete the following three sections and then return the application pack and all supporting documents to The Travel Visa Company Ltd.

1. Checklist of the documents required
2. Service and delivery options
3. Address and payment details

#### PLEASE NOTE

This visa is valid for 6/12 months from the date of issue depending on your nationality and permits multiple entries of up to 180 days at a time into India.

This visa requires all applicants to attend an appointment at the Indian Visa Application Centre where you will then be required to pay the embassy fees. Once you have attended your appointment it will take a further 3-5 working days for your visa to be issued and you can decide whether to collect your passport or have it returned via post (UK citizens, processing times for other nationalities may vary).

### What is included with our Pre-Check and Application Registration service?

- We quality check your application form and all supporting documents to ensure you have provided all the required information, reducing the risk of refusal at the application centre.
- We complete the official online India Visa application forms on your behalf.
- We arrange your appointment at the application centre at a convenient date and time (dependant on opening hours and appointment availability). We also provide you with the relevant paperwork and instructions for your appointment.

## 1. Checklist of the documents required

✓ Please tick to confirm you have provided the following:

- ☐ **INDIA VISA APPLICATION FORM** – Please find attached. It is important to carefully read through all the questions and fully complete all forms in **BLOCK CAPITALS** with a **BLACK PEN**. All application forms **MUST** be printed single-sided. Application forms printed double-sided **WILL NOT** be accepted.
- ☐ **COPY OF PASSPORT** – Please include a copy of the photograph page of your passport. Your passport must be valid for at least 6 months upon return to the UK.
  - **PREVIOUS INDIAN VISA** – If you have previously held a visa for Indian, please provide a copy of each page in your passport with an Indian visa.
- ☐ **PHOTOGRAPHS x2** – The photographs must be visa size, 50x50mm (**NOT STANDARD PASSPORT SIZE**), taken within the last 6 months, against a light background, printed on photographic paper, be full face and non-smiling [without sunglasses, a hat/cap or other head covering, unless the applicant wears such items because of their religious belief or ethnic background].
- ☐ **BUSINESS LETTER** – Please provide a letter from the UK company addressed to the High Commission of India or Consulate General of India, Birmingham, or Consulate General of India, Edinburgh (depending on which application centre you plan to visit). This must be on headed paper and include the applicants name, date of birth, passport number, passport issue date, passport expiry date, purpose of travel and be signed by authorised signatory of the company; proxy signature are not acceptable.
- ☐ **INVITATION LETTER** – Please provide a letter from the inviting company in India with the same requirements as the 'BUSINESS LETTER'.
- ☐ **REGISTRATION PAPERS** – Please provide registration papers for the company in India.
- ☐ **TRAVEL ITINERARY** – Please include a copy of your hotel and flight booking confirmations or cruise itinerary. All itineraries **MUST** include **ALL** travellers' names; hotel names and addresses for your entire stay in India with check in and check out dates and **ALL** flight confirmations.
  - **UTILITY BILLS** – If you are a non-UK citizen you will need to include 3 utility bills which must all be from the same provider and show your name and address. This must be for the current month and the same month from the two previous years.

! Failure to provide us with these documents will result in delays with your application.

## 2. Service and delivery options

✓ Please tick to confirm which service and delivery type you are requesting:

|                          | Service Type | Processing Time | Embassy Fee    | Service Fee | VAT    | Total          |
|--------------------------|--------------|-----------------|----------------|-------------|--------|----------------|
| <input type="checkbox"/> | Standard     | 15 days*        | Paid at centre | £83.29      | £16.66 | <b>£99.95</b>  |
| <input type="checkbox"/> | Priority     | 5 days*         | Paid at centre | £158.29     | £31.66 | <b>£189.95</b> |

\*Working days excluding postal days.

! If selecting our priority service, please address to "The Travel Visa Company – Priority".

✓ Please tick to confirm your appointment preferences:

|                          | Application Centre Location |
|--------------------------|-----------------------------|
| <input type="checkbox"/> | Belfast                     |
| <input type="checkbox"/> | Birmingham                  |
| <input type="checkbox"/> | Bradford                    |
| <input type="checkbox"/> | Cardiff                     |
| <input type="checkbox"/> | Edinburgh                   |
| <input type="checkbox"/> | Glasgow                     |
| <input type="checkbox"/> | Hounslow                    |
| <input type="checkbox"/> | Leicester                   |
| <input type="checkbox"/> | London Goswell              |
| <input type="checkbox"/> | Manchester                  |

| AM                       | PM                       | Preferred day/time | select all |
|--------------------------|--------------------------|--------------------|------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Monday             |            |
| <input type="checkbox"/> | <input type="checkbox"/> | Tuesday            |            |
| <input type="checkbox"/> | <input type="checkbox"/> | Wednesday          |            |
| <input type="checkbox"/> | <input type="checkbox"/> | Thursday           |            |
| <input type="checkbox"/> | <input type="checkbox"/> | Friday             |            |

Please state any dates that you are unable to attend an appointment in the next **4 WEEKS**:

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### **i** APPOINTMENT DETIALS

An additional fee of £10.00 may be charged if you request to amend the date and time of your appointment after booking.

If you are unable to make your specified appointment, please contact us as soon as possible to rearrange.

|                          | Delivery Type              | Price |
|--------------------------|----------------------------|-------|
| <input type="checkbox"/> | Email Confirmation         | -     |
| <input type="checkbox"/> | Provide Pre-Paid Envelope* | -     |
| <input type="checkbox"/> | Posted Confirmation        | £5.00 |
| <input type="checkbox"/> | Collect from TVC Office    | -     |

#### DATE OF TRAVEL

DD ..... MM ..... YYYY .....

#### LENGTH OF STAY

..... Days

\*If you provide a pre-paid envelope please ensure it has your return address and the correct postage amount.

### 3. Address and payment details

Name: .....

Address: .....

.....

.....

Postcode: .....

Telephone: .....

Email: .....

#### ☐ Credit/Debit Card

Name on card:

.....

Card Number:

.....

Expiry Date: ..... CVC: .....

#### ☐ Paypal [paypal@thetravelvisacompany.co.uk](mailto:paypal@thetravelvisacompany.co.uk)

#### ☐ Cheque

#### ☐ BACS Reference: .....

Cheque/BACS payments are to be made payable to "The Travel Visa Company Ltd."

Bank Details: 68032405 / 08-92-50

#### EMAIL MARKETING (not required)

☐ I would like to sign up to the TVC mailing list.

We do not share your data with any third parties. To view our privacy policy, visit:

[www.thetravelvisacompany.co.uk/privacy](http://www.thetravelvisacompany.co.uk/privacy)

#### TERMS & CONDITIONS (required)

☐ I have read, fully understood and agree to the Terms & Conditions and Client Declaration.

[www.thetravelvisacompany.co.uk/terms](http://www.thetravelvisacompany.co.uk/terms)

[www.thetravelvisacompany.co.uk/declaration](http://www.thetravelvisacompany.co.uk/declaration)

Signed: ..... Date: .....

Please contact us if you would like to receive a printed copy of these documents.

## Applicant Details

Passport type:

Ordinary ☐ Diplomatic ☐ Official ☐ Service ☐ Special ☐

Nationality:

Date of birth:  DD/MM/YYYY

Surname:

Given names:

Have you ever changed your name? Yes ☐ No ☐

If Yes

Previous surname:

Previous name:

Gender: Male ☐ Female ☐ Transgender ☐

Country of birth:

 As stated in passport

Place of birth:

 As stated in passport

Citizenship/National ID No. ☐ Does not apply to me

Religion:

Visible identification marks: ☐ Does not apply to me

Educational qualification:

Graduate ☐ Post Graduate ☐ Professional ☐ Illiterate ☐ N/A ☐

Higher Secondary ☐ Matriculation ☐ Below Matriculation ☐

How did you acquire nationality? Birth ☐ Naturalisation ☐

If Naturalisation

Previous nationality:

Have you lived, for at least two years, in the country you are applying in? Yes ☐ No ☐

## Address Details

House no/street:

Village/town/city:

Country:

Postcode/zip code:

Telephone no:

Mobile no:

## Purpose of Travel

Please specify (e.g. meetings/ conference/ etc.):

## Passport Details

Passport Number:

Place of issue:

Date of issue:  DD/MM/YYYY

Date of expiry:  DD/MM/YYYY

Do you have any other valid passport/identity certificates?

Yes ☐ No ☐

If Yes

Country of issue:

Passport/IC No.

Date of issue:  DD/MM/YYYY

Place of issue:

Nationality:

## Parent's Details

Father's Name:

Father's Nationality:

Previous nationality:

Place of birth:

Country of birth:

Mother's Name:

Mother's Nationality:

Previous nationality:

Place of birth:

Country of birth:

Were your parents or grandparents Pakistan nationals or belong to a Pakistan held area? Yes ☐ No ☐

If Yes

Details:

## Marriage Details

Marital status: Single ☐ Married ☐

If Married

Spouse name:

Spouse nationality:

Previous nationality:

Place of birth:

Country of birth:



## Occupational Details

Present occupation:

Employer name:

Designation:

Address:   
  
 Postcode

Telephone no:

Past occupation:

Are/were you in a military, semi-military, police or security organisation? Yes ☐ No ☐

**If Yes**

Organisation:

Designation:

Rank:

Place of posting:

## Travel Details

Places likely to be visited in India:

Purpose of visit:

Business ☐ Medical ☐ Tourism ☐ Meeting family/friends ☐

**If Tourism**

Individual ☐ Group ☐ Cruise ☐

Date of entry:  DD/MM/YYYY

Date of exit:  DD/MM/YYYY

Length of stay:

Expected port of entry:

Expected port of exit:

## Reference in India

(e.g. hotel, resort...)

Name:

Address:   
 Postcode

Phone:

## Reference in UK / Emergency Contact

Name:

Address:   
 Postcode

Phone:

## Travel Details (Continued)

Have you ever visited India before? Yes ☐ No ☐

**If Yes**

Address:   
  
 Postcode

Cities visited:

Last/current visa number:

Type of visa:

Place of issue:

Date of issue:  DD/MM/YYYY

Has permission to visit or extend stay in India previously been refused? Yes ☐ No ☐

**If Yes**

When:

By whom:  \*Mention control number and date.

Countries visited in the last 10 years:  (10 maximum) \*Separated by commas

Have you ever visited any of these SAARC countries in the last 3 years? ☐ Afghanistan ☐ Bangladesh ☐ Bhutan  
☐ Maldives ☐ Nepal ☐ Pakistan ☐ Sri Lanka ☐ None

**If Yes**

Year:

No. of visits:

## Traveller Eligibility Questions

|   |   |
|---|---|
| <p><b>A</b> Have you ever been arrested/ prosecuted/ convicted by a Court of Law of any country? Yes <input type="checkbox"/> No <input type="checkbox"/></p>   | <p><b>D</b> Have you ever been engaged in cyber crime/ terrorist activities/ sabotage/ espionage/ genocide/ political killing/ other act of violence? Yes <input type="checkbox"/> No <input type="checkbox"/></p>  |
| <p><b>B</b> Have you ever been refused entry / deported by any country including India? Yes <input type="checkbox"/> No <input type="checkbox"/></p>  | <p><b>E</b> Have you ever by any means or medium, expressed views that justify or glorify terrorist violence or that may encourage others to commit terrorist acts or other serious criminal acts? Yes <input type="checkbox"/> No <input type="checkbox"/></p> |
| <p><b>C</b> Have you ever been engaged in human trafficking/ drug trafficking/ child abuse/ crime against women/ economic offences or financial fraud? Yes <input type="checkbox"/> No <input type="checkbox"/></p> | <p><b>F</b> Have you sought asylum (political or otherwise) in any country? Yes <input type="checkbox"/> No <input type="checkbox"/></p>  |

If you answered 'YES' to any of the questions above, please explain: