

# BUSINESS VISA

Version: 30/08/2016

## THE FOLLOWING PERSONS ARE NOT ELIGIBLE FOR BUSINESS VISAS:

- Applicants wishing to work in India and live there as an expatriate should apply for an Employment Visa

## LIST OF DOCUMENTS REQUIRED FOR A BUSINESS 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 Copy of the registration of the Dutch organization (Kamer van koophandel)
- 5 Guarantee letter from the Dutch organization undertaking to bear the cost of applicant's stay in India
- 6 An invitation letter from a registered Indian organization stating the details of the applicant and the company in Netherlands, purpose of visit to India and duration of visit.
- 7 Copy of the registration of the Indian organization (Certificate of Incorporation)
- 8 Declaration form : to be filled by all applicants submitting any application
- 9 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 also (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 is going for an internship through AIESEC in a private limited/profit company

- Covering letter from applicant with complete summary explaining purpose of visit
- Official letter from Dutch Institute stating the details where the internship will take place and that the internship is part of the curriculum
- Proof of financial standing as per documents mentioned above or undertaking from a family member pledging financial support and a copy of bank statement of family member showing a positive balance

### 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: \_\_\_\_\_