**American Consulate General, Mumbai**

**C-49, G Block, (Near Hotel Trident BKC)**

**Bandra Kurla Complex,**

**Bandra (East)**

**Mumbai – 400051**

**FOR VISA STAMPING BRIEFING PLEASE REFER TO THE FOLLOWING**

**Syntelligence => Under Policies & References (Left side of Menu Bar) => Policies => Immigration**

**LIST OF DOCUMENTS TO BE CARRY AT THE TIME OF H-1 B VISA INTERVIEW**

**FOLDER 01**

1. **ORIGINAL PASSPORT**
2. **ORIGINAL I- 797 H-1B PETITION (WILL BE PROVODED BY ODC DEPT)**
3. **BACKPAPERS (WILL BE PROVIDED BY ODC)**
4. **ORIGINAL USA VISA INTERVIEW APPOINTMENT LETTER. (Already Shared With Applicant)**
5. **DS-160 CONFIRMATION PAGE (Already with applicant)**

**FOLDER 02**

1. **EDUCATIONAL CERTIFICATES(STARTING FROM 10TH , 12TH AND DEGREE ORIGINAL MARK SHEET WITH DEGREE CERTIFICATE)(PLEASE CARRY 01 SET IN ORIGINAL AND 01 SET IN PHOTOCOPY)**
2. **OFFER LETTER, APPOINTMENT LETTER, APPRISAL LETTER, PROMOTION LETTER, RELEVING LETTER/ WORK EXPERIENCE CERTIFICATES. WHATEVER IS AVALABLE FOR CURRENT COMPANY AND FOR LAST 03 EMPLOYERS.(PLEASE CARRY 01 SET IN ORIGINAL AND 01 SET PHOTOCOPY)**
3. **LAST 03 YEARS INCOME TAX RETURNS, FORM NO 16 ( PLEASE CARRY 01 SET IN ORIGINAL AND 01 SET PHOTOCOPY)**
4. **IF YOU HAVE W4 FORMS, PLEASE CARRY THE WITH 01 SET OF PHOTOCOPY**
5. **PAN CARD COPY(CARRY 01 PHOTOCOPY WITH ORIGINAL)**
6. **COMPANY IDENTITY CARD**
7. **LAST 06 MONTHS SALARY SLIPS(ATTESTED BY HR SHARED SERVICES) (If Applicants is at onsite there is no need to get salary Slips attested)**
8. **LAST 06 MONTHS UPDATED BANK STATEMENTS**
9. **UPDATED RESUME ( IN SYNTEL FORMAT)**