



# High Commission of India

India House, Aldwych

London WC2B 4NA

<http://www.hcilondon.in/>

Please do not affix your  
50mm x 50mm (2"x2")  
passport photo here.

(Just leave in envelope)

## Visa Application Form

Signature

<b>A. Personal Particulars</b> (As in Passport)				
Surname				
Name				
Previous/other Name if any				
Sex		Marital Status		
Date of birth		Religion		
Place of Birth Town/City		Country of Birth		
Citizenship /National ID No		Educational Qualification		
Visible identification marks				
Current Nationality		Nationality by Birth/ Naturalization		
Any Other Previous/Past Nationality				
<b>B. Passport Details</b>				
Passport No.		Date of issue ( dd/mm/yyyy )		
Place of issue		Date of expiry (dd/mm/yyyy)		
<b>Any other Passport/Identity Certificate held (if yes ,please fill in the following)</b>				
Country of issue		Place of issue		
Passport/IC No		Date of issue(dd/mm/yyyy)		
Nationality/status				
<b>C. Applicant's Contact Details</b>				
Present address		Phone No		
		Mobile /Cell No		
		Email address		
Permanent Address				
<b>D. Family Details</b>				
Relation	Name	Nationality	Prev. Nationality	Place/Country of Birth
Father's				
Mother's				
Spouse				
<b>Were your Grandfather/Grandmother(Paternal/Maternal) Pakistan Nationals Or belong to Pakistan held area :</b>				
<b>E. Details of Visa Sought</b>				
Type Of Visa Required		No of Entries		
Period of Visa (Month)		Expected Date of Journey		
Port Of Arrival		Port of Exit		

Required Detail of			
Purpose of Visit :			
<b>F. Previous Visit Details</b>			
Have You Ever visited India ?			
Address where You stayed in India			
Cities in India Visited			
Type of Visa		Visa Number	
Visa Issued Place		Date of Issue	
Countries visited in last 10 years			
Have you been refused an Indian Visa or extension of the same previously or deported from India ?			
If <b>yes</b> above mention when and by whom with control No/Date			
<b>G. Profession/Occupation Details</b>			
Present Occupation		Designation/Rank	
Employer name/business			
Employer Address			
Phone Number			
Past occupation if any			
Are/have you worked with Armed forces/ Police/ Para Military forces ?			
Organization		Designation	
Place of Posting		Rank	
<b>H. Address of Place of Stay / Hotel</b>			
Place/Hotel Name	Address of Place / Hotel	State	Phone No.
<b>I. Details of Two Reference</b>			
<b>In India</b>		<b>In UNITED KINGDOM</b>	
Name			
Address			
Phone Number			

**I. DECLARATION:**

- I do not hold any other passport(s) other than those detailed above.
- I have read and understood all the conditions for the visit to India and I am willing and able to abide fully by them.
- I declare that the information given in the form is complete and correct and the visit to India will be undertaken for the purpose indicated in the application.
- I understand that in case the information provided in the form is found to be incorrect, I will be liable for denial of visit/ entry or deportation and/ or other penalties during the visit as provided by Indian law.

Date :

Applicant's signature (as in Passport)

## **DECLARATION**

I \_\_\_\_\_ hereby undertake that I shall utilise my visit only for the purpose of which, Visa has been applied, and shall not on arrival in India try to extend my stay for any other purpose. I also declare that I am present in the UK on the date of making this application and that all the information given by me here is true, accurate and complete.

I understand that my visa application is being handled through VF Services (UK) Limited (VFS), service providers in the United Kingdom appointed by High Commission of India, London. I am aware that the grant or refusal of visa is at the sole discretion of the High Commission of India and VFS is not responsible for the same or for any delay in the receipt of the visa. The processing of your application including processing time is subject to the procedures and timescales of the Indian High Commission over which VFS has no control I hereby agree to the VF Services (UK) Terms and Conditions including Disclaimer and VFS Data Protection Policy current at the date of my application (downloadable from <http://in.vfsglobal.co.uk>). I accept that application fees are not refundable, except as covered by VFS's refund policy, and are payable even if a visa is not granted. I accept that VFS limits its liability for replacement of lost passports or other travel documents, to refund of my application fee, and reimbursement of government fees in accordance with the VFS refund policy. I am responsible for the accuracy of my application form, and I accept that if VFS checks my application form, it does not guarantee that it will find any errors, and does not verify information I have provided. I accept that VFS excludes all other liability in relation to my application and advice or information given to me, including for breach of contract or negligence.

I acknowledge and agree that my application and associated data will be processed in accordance with the VFS Data Protection Policy (downloadable from <http://in.vfsglobal.co.uk>), and that my data may be processed by an affiliated company which may be a part of the VFS group of companies or a sub-contractor for VFS, and that such processing may take place in India but subject to the same standards as apply in the United Kingdom.

**Important Note:** Suppression of facts or furnishing misleading/false information will result in denial of visa without assigning any reason. Visa fee once tendered is non-refundable and subject to change without notice. After receipt of visa ensure name, spellings, passport number, type and validity visa is given correctly. Visa is valid from date of issue. It is advisable to make travel arrangements after obtaining appropriate visa.

**I agree and acknowledge that VFS will not be able to assist me in tracking or escalating any misplaced Royal Mail self-addressed envelope which I have provided with my application, I agree and take responsibility of the Royal Mail envelope, its Tracking number and payment receipt, I further confirm that in an event of lost/damaged/delayed/misplaced or untraceable self-addressed Royal Mail envelope, I will be solely responsible in tracking and taking up the matter with Royal Mail without any assistance from VFS.**

PLACE & DATE \_\_\_\_\_ Signature of the Applicant \_\_\_\_\_

**LETTER OF AUTHORISATION**

Date \_\_\_\_\_

This Letter is to confirm that I, \_\_\_\_\_  
(Applicant full name)

Date of Birth\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_,Passport Number\_\_\_\_\_

Give permission to: **4 Lombard Street London, EC3V 9HD** visa agency to submit my visa application and to collect my processed passport when its ready at the Indian visa application centers Operated by VFS Global

Yours Faithfully,

\_\_\_\_\_  
(Applicant Signature)

## Indian Visa Order Form

**Please Note:** If you are paying by BACS and have not received an email notification for payment within 3 days of sending your passport then please free call us on 0800 084 5037 or email us at [info@visa24.co.uk](mailto:info@visa24.co.uk). Submission of this application constitutes agreement with the terms & conditions as found on our website at <http://www.visa24.co.uk/terms-and-conditions>. Kindly ensure all the fields of the visa applications form are completely filled before submitting

**IMPORTANT:** If you chose to have your passport returned by post, it will be returned to the address you specify below. As delivery will require a signature, please specify your work address if you are not home during the day. This address will be used also for your invoice. **ALL APPLICANTS MUST FILL IN THIS FORM CLEARLY IN BLOCK CAPITALS.**

Name/ Company

[illegible]

Street Address

[illegible]

Postal Code and City

Telephone

[illegible][illegible]

Email Address

[illegible]

### Service required

Visa Type	Valid For	Processing Time	Fee	Qty.	Total
Tourist Visa	6 Months	Standard (8 Business Days)	£ 159		
		Express (5 Business Days)	£ 179		
		Urgent (3 Business Days)	£ 199		
	12 Months	Additional Fee for 12 Months	£ 30		
Business Visa	6 Months	Standard (8 Business Days)	£ 210		
		Express (5 Business Days)	£ 230		
		Urgent (3 Business Days)	£ 250		
		Fast Track (Same Day Service)	£ 410		
	12 Months	Standard (8 Business Days)	£ 270		
		Express (5 Business Days)	£ 290		
		Urgent (3 Business Days)	£ 320		
		Fast Track (Same Day Service)	£ 450		
	24 Months	Standard (8 Business Days)	£ 540		
		Express (5 Business Days)	£ 560		
		Urgent (3 Business Days)	£ 580		
		Fast Track (Same Day)	£ 699		
Indian Entry Visa	5 Years	Standard (8 Business Days)	£ 399		
Transfer Existing Long Term Visa		Standard (8 Business Days)	£ 160		
Passport Protection Program			£ 5		
Photo Enlargements (Set of 6 photos, can also email us a clear photo and we can process it)			£ 5		

### Travelers Details

**Total**

Surname, First name	Passport number	Travel date	Date passport <u>must</u> be returned

## Delivery Options

- ☐ Royal Mail Special Delivery Next Day by 1pm, for £10.00 extra
- ☐ Royal Mail Special Deliver Next Day by 1pm with Consequential Loss – Add £16.00 with Consequential Loss, lost, damaged or delayed packages are Insured up to £2,500 by Royal Mail
- ☐ Royal Mail Special Delivery Guaranteed Next Day with 9am Delivery, £20.00 extra
- ☐ I provided my own Prepaid return envelope
- ☐ I will collect it from your office. Please specify: \_\_\_\_\_
- ☐ I will organize my own courier to pick it up. Please specify if known: \_\_\_\_\_

### Payment Method

- ☐ **BACS** – you will receive an email with our bank details to make the bank transfer.
- ☐ **Cash**, £\_\_\_\_\_enclosed.
- ☐ **Cheque/Postal Orders**, please make this payable to **Tosia & Tasia Limited**

**Checklist**

- ☐ 1. Passport enclosed?
- ☐ 2. Two quality **50mm x 50mm** passport photos enclosed?  
(**50mm x 50mm** on photographic paper with white background. The Embassy will not accept your photos if they are not 50x50mm)  
**If you are unable to get 50x50 passport photos you can email us a clear picture of yourself and we do it for you. for an additional fee of £5 per applicant. We can also enlarge standard sized passport photos to 50x50 for you.**
- ☐ 3. Completed application forms?
- ☐ 4. Business Visa only:  
Invitation letter from the company to be visit **AND** ORIGINAL letter from the UK company (no copies accepted). Note that both your letters need to clearly state the applicants full name, passport number and issue & expiry date, need to be addressed to **The High Commission of India, India House, Aldwych, London, WC2B 4NA**, and to clearly state the nature of business and the duration of the visit and duration for which the visa is requested. The business letters need to be provided on the official letter head of the company.
- ☐ 5. **Applicants which are self employed:**  
Need to submit also a letter of undertaking stating that are self employed confirming that the purpose of their visit to India is purely for tourism and will not be engaging in professional activities during their stay.
- ☐ 6. For Media Related Professionals, Police or Armed Forces, Commercial Pilots, Charity Workers and/or clergy persons visiting India for Tourism: You will also need to supply a letter from your employer stating the purpose of your travel to India confirming that the purpose of the visit to India is purely for tourism and that you will not be engaging in professional activities during your stay.  
Please note that there is an additional £64.05 Visa fee for media related applications. (media applicants only).
- ☐ 7. **NON-UK nationals** who have been a resident of the UK for more than 2 years need to provide a **copy** of the following documents as proof of your stay in the UK for more than 2 years:
  - Stamp of Indefinite stay OR
  - Utility bills pertaining to **current** month AND one for the last two years back (but not older than 30 months). Utility bills include Landline Telephone, Gas, Water, Electricity, Council Tax bills and Tenancy Agreement. Mix and match of the utility bills are not acceptable.
  - In the absence of 2 years residence proof in UK, cases are to be treated as Non UK National – this takes a minimum of 15 working days and you need to provide a duly filled NON-UK Nationals form.
- ☐ 8. **Applicants holding dual nationality** are required to apply with the passport of their birth nationality, while also providing a copy of their other passport.
- ☐ 9. **Applicants which travel to Restricted/Protected Areas (Port Blair/Andaman-Nicobar/Sikkim) only:** need to fill the additional information form for the restricted area permit.
- ☐ 10. **Applicant that have held Indian citizenship in the past** must provide a copy of their surrender certificate of the Indian passport. If don't have one please write a letter addressed to **The High Commission of India, India House, Aldwych, London, WC2B 4NA** and explain that you don't have a surrender certificate and the reason why not, also submit a copy of old Indian visa on old passport If have any.
- ☐ 11. **For children under the age of 16** who need a visa, parents are requested to send in a **copy** of the main page of the child's birth certificate and a letter signed from both parents indicating permission for the child to travel. Parents are also requested to send a copy of their passports.
- ☐ 12. Payment enclosed or paying via BACS? Please provide an email address if paying by BACS
- ☐ 13. Post by special delivery to **India Visa 24, 4 Lombard Street London EC3V 9HD**  
**If you require your visa urgently. use the 9am service.**

Additional Information – If there is any additional information you think we may need, please use a separate sheet of paper.