![Gmail logo] M Gmail   **Mohammed Nawaz Ahmed <nawazahmedmd@gmail.com>**

Subject: Request from VFS Global

1 message

VFS Global Notification <donotreply@vfshelpline.com>   Tue, Feb 11, 2025 at 10:33 AM
To: nawazahmedmd@gmail.com
Cc: nawazahmedmd@gmail.com

PLEASE NOTE THIS IS AN AUTO-GENERATED EMAIL. KINDLY DO NOT REPLY TO THIS EMAIL

Date: 11-02-2025

Dear NAWAZ AHMED MOHAMMED,

We have "Received" your Application however we are unable to proceed with the application due to the following reasons:

1. Additional documents : must mail in, Govt. Application form - Signature Missing on first page of Application Form - Reprint the form https://embassy.passportindia.gov.in/. Sign on the first and last pages in the box provided. Once complete send original signed form to VF
2. Affidavit for change of appearance & Signature : must mail in, Mandatory document is missing signature and it is required in Original - Visit VFS website-https://services.vfsglobal.com/usa/en/ind/document-checklist to download the CURRENT format.
3. Annexure E : must mail in, Mandatory affidavit not submitted. Visit VFS website-https://services.vfsglobal.com/usa/en/ind/document-checklist to download the format.
4. Photograph : EYES NOT VISIBLE, NOT ACCEPTED, -REQUIRED-WITH CLEAR WHITE BACKGROUND, PROPER LIGHTING WITH PROFESSIONAL EDITED, eyes are rarely visible ,when scanned -not visible, properly ,https://vfs.mioot.com/forms/In/USA/IHCUSA-DocsNew

Remarks:
PLEASE MAIL ALL THE REQUIRED DOCUMENTS TO VFS -PASSPORT DEPARTMENT MATCHUPS- 128 E 32 STREET, 2ND FLOOR, NEW YORK, NY 10016 Govt. Application form - Signature Missing on first page of Application Form - Reprint the form https://embassy.passportindia.gov.in/. Sign on the first and last pages in the box provided. Once complete send original signed form to VFS center.

Total Payment received(USD): 308.9

VFS Tracking ID	VFS File Number
25-2000706820	IHP/NYC/110225/0069/01

What should you do next?

Application kept on hold as Incomplete	Application is rejected due to its ineligibility
You have 20 calendar days to complete your application. Your 20 days counting starts from today. Please send the above listed missing documents/ Payment along with a printout of this email within 20 calendar days to **VFS Global India Consular Application Centre (ICAC).** Mailing Address can be found here:https://visa.vfsglobal.com/usa/en/ind/attend-centre **How to submit the missing documents/ Payment?** **You have two available option to choose from. Process steps are as follows** **Option 1**	**Your application is** "Ineligible hence rejected & currently being packaged for its return to you. You will be getting a notification email once your application is dispatched or alternatively you can track the status of your application online. To Track your application online, Click here Eligible refunds (if any) will be processed within 10 – 15 business days.

Upload documents/ Make online Payment. Note: Use this option only, if you don't have to send original documents*. In case original documents are to be sent then use option 2 only.

DEFINITION OF ORIGINAL DOCUEMNTS: Documents states as "Original" in the document checklist such as "Govt. form, Supplementary form, Notarized documents etc.)

Step 1: Click here to open the web-portal

Step 2: Select appropriate option to complete the process

Step 3: Make online Payment to complete the process.

Option 2: (Applicable only for OCI, Passport, GEP and PCC applications)

For Visa application: Either use option 1 or use complete your application by using your own-pre-paid labels.

Send all your missing documents/ Payment (if applicable) via Courier?

Step 1: Click here to Log into the system

Step 2: Post login, click on "Create New Application"

Step 3: Select the location of the Centre where you had submitted your application

Step 4: Select Main Category as "Incoming Courier Label for Incomplete Application"

Step 5: Select correct application category & complete subsequent steps to make online payment & Generate courier label. For Help manual – click here.

Step 6: Use the incoming courier label to send your incomplete application to the VFS Indian Consular Application Centre.

Alternatively Use your own courier to send the documents to the application centre where you have submitted the application. Write "MATCH UP" on the external submission label. Failure to do so will result in processing delays. In case you have received any alternate instructions along with the list of incomplete documents, then follow alternate instructions provided.

Note: if you wish to re-apply then ensure you submit the new application by completing registration on Govt. Portal (s) as well as on VFS Portal. for detailed information on how to apply, please click here

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This is a final notification regarding your incomplete application. **and Additional reminders will not be sent.** Failure to provide the requested information within the timeframe will lead to delays and potential rejection of the application.

Important note

Applications that remain incomplete on 21st day after being first received at VFS will be rejected and returned back. VFS will not be responsible for any documents received after 20 days. In case of any original passport or OCI card received after 20 days, It will be handed over to the respective Embassy / Consulate General of India and you would need to contact them for retrieval.

To track the status of your application once the documents have been submitted, visit: https://visa.vfsglobal.com/usa/en/ind/track-application. Please allow 3-4 business days after the documents are received at the centre for the

status to be updated. Thank you for your patience.

With Regards,

The VFS Team

Customer Service Department