

**POSTAL ADDRESS & CONTACT DETAILS:**

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**INDIA BUSINESS E-VISA APPLICATION PACK**

Please supply this form, fully completed (typed or by hand), with all documents in the checklist below. Failure to provide any of the documents will result in a delay to your application. All forms can be emailed to [evisas@visasmart.co.uk](mailto:evisas@visasmart.co.uk) or posted. If you are sending multiple applications at the same time and the return address is the same for all applicants, you only need to provide one request form per party.

**1. CHECKLIST OF DOCUMENTS YOU MUST SEND**

- QUESTIONNAIRE ATTACHED
- COPY OF PASSPORT ID PAGE - The original book must have a minimum of 6 months validity & 2 blank pages.
- PHOTO
- BUSINESS CARD
- INVITATION LETTER FROM COMPANY IN INDIA THAT YOU ARE VISITING

**2. SERVICE OPTIONS.**

INDIA 1 YEAR E-VISA (Visa fee £90.00 + Service fee £40.00 VAT inclusive) Visa fees are inclusive of the Indian payment transaction fee & bank charges.

**3. RETURN OPTIONS.**

- EMAIL
- ROYAL MAIL SPECIAL DELIVERY BY 1PM (£9.50)
- DHL EXPRESS (FROM £45.00)
- OWN PREPAID, ADDRESSED ENVELOPE - please note that we will not return any passport via 1st class post.
- PERSONAL COLLECTION - we will inform you when the passport is available for collection & book an appointment for you.

**4. CONTACT DETAILS & RETURN ADDRESS**

NAME OF APPLICANT(s)

NAME OF CONTACT - for your security, we will only correspond with the named party on this form regarding the application

CONTACT PHONE & EMAIL

RETURN ADDRESS

**5. DECLARATION**

I CONFIRM ACCEPTANCE OF THE TERMS & CONDITIONS AS WELL AS THE PRIVACY POLICY FOR VISASMART TRAVEL SOLUTIONS LTD. I ACKNOWLEDGE THAT NO GUARANTEE CAN BE PROVIDED AND THAT THE DECISION RESTS WITH THE GOVERNING BODY BEING APPLIED.

SIGNATURE

DATE

## INFORMATION FOR THE INDIA E-VISA SERVICE

The visa is applied electronically, no stamp or visa label will be placed in your passport until after you have arrived in India where Biometric details will be mandatorily captured at Immigration on arrival before your passport will be stamped. When the approval has been granted, we will email it to you which you must print & carry with you.

The applicant's passport should have at least six months validity at the time of making application for e-Visas & have 2 blank pages on arrival.

Travellers should have return ticket or onward journey ticket & sufficient money to spend during his/her stay in India. You may also be requested to show evidence of accommodation during your stay.

Travellers having Pakistani Passport or Pakistani origin must apply for regular Visa at an Indian Mission.

The e-visa is not available to Diplomatic/Official Passport Holders or Laissez-passer travel document holders, individuals endorsed on Parent's/Spouse's Passport (i.e. each individual should have a separate passport) or International Travel Document Holders.

Applications can be made no more than 120 days in advance (for 1-5 year validity) or 30 days (for the 1 month validity) but no less than 5 business days before expected entry into India. The e-visa is usually issued within 3-5 business days but can take longer. We advise that you do not confirm any flight booking until your visa has been issued.

The validity of an e-visa is as follows:

For e-Tourist Visa - 01 year or 05 years from the date the e-visa is issued. The e-visa comes with multiple entry and for each entry you can stay for a maximum of 90 days. In the case of nationals of USA, UK, Canada and Japan, continuous stay during each visit shall not exceed 180 days.

For e-Tourist Visa - 30 days, the validity will be 30 days from the date of your first arrival in India. Double entry will be granted within the e-Visa validity period stamped on your Passport when you arrive. Your first arrival must be between the date of issue and expiry of the e-visa.

For e-Business Visa, the validity would be 1 year from the date of issue of the e-visa with Multiple entry. Your stay during each visit must not exceed 180 days and no registration would be required if stay is for a period of less than 180 days. However, if the intention is to stay for more than 180 days, then the foreigner will need to register with the FRRO/FRO concerned (<https://indianfrro.gov.in>) within two weeks after the expiry of 180 days of his/her arrival in India.

For e-Conference Visa, the validity would be 30 days from the date of arrival in India with Single entry.

You may arrive at 29 designated Airports i.e. Ahmedabad, Amritsar, Bagdogra, Bengaluru, Bhubaneshwar, Calicut, Chennai, Chandigarh, Cochin, Coimbatore, Delhi, Gaya, Goa, Guwahati, Hyderabad, Jaipur, Kannur, Kolkata, Lucknow, Madurai, Mangalore, Mumbai, Nagpur, Port Blair, Pune, Tiruchirapalli, Trivandrum, Varanasi & Visakhapatnam, and 5 designated seaports (i.e. Cochin, Goa, Mangalore, Chennai and Mumbai seaports). You may depart from any of the Indian Immigration Check Posts (ICPs).

For those that have had to renew their passport that the e-visa was issued in, you may be allowed entry into India on the new passport, even if e-visa has been issued on the old passport, with the condition that you must carry the new Passport and old passport on which e-visa was issued.

E-Visa fees, once submitted, are non-refundable by Indian immigration as they are for the processing of your application regardless of the visa being granted or rejected.

When your documents have been received, we will check that they are correct before contacting you (via the email address provided) to confirm receipt and provide your invoice. If you prefer to send your cheque or postal order with your documents, you can, however, we request that no payment is made before we can check that everything is in order. Payments can be made by PayPal, Bank Transfer, cheque or postal order. Please note that we do not begin to process your request until your payment has been made. All fees are per person.

When you receive the email to confirm when your documents have been received, it will contain your unique reference number. For all queries during your process, you must quote this reference number or we will not be able to provide information. This is to protect your security. We will only email with additional instruction or to return the approved E-visa. You must check your documents on receipt & advise immediately if there are any queries.

You will only receive email updates if there are any delays.

For our terms and conditions, please see our website, [www.visasmart.co.uk](http://www.visasmart.co.uk). By using our services, you are agreeing to those terms.

## INDIA E-VISA QUESTIONNAIRE

PLEASE COMPLETE THE FOLLOWING QUESTIONS. INCOMPLETE QUESTIONS WILL RESULT IN REJECTION OF YOUR APPLICATION.

APPLICANT NAME;

YOUR DATE OF ENTRY INTO INDIA;

YOUR PORT OF ARRIVAL INTO INDIA;

RELIGION;

EDUCATION (HIGHER SECONDARY/GRADUATE);

PREVIOUS NATIONALITY IF APPLICABLE;

IF APPLICABLE, IS YOUR CURRENT NATIONALITY BY BIRTH RIGHT OR NATURALISATION?

If you hold dual nationality, please supply a copy of that passport with your documents..

YOUR RESIDENTIAL ADDRESS;

YOUR PHONE NUMBER;

FATHERS NAME;

FATHERS NATIONALITY;

FATHERS TOWN AND COUNTRY OF BIRTH;

MOTHERS NAME;

MOTHERS NATIONALITY;

MOTHERS TOWN AND COUNTRY OF BIRTH;

YOUR MARITAL STATUS;

IF MARRIED; SPOUSES NAME;

SPOUSE NATIONALITY;

SPOUSE TOWN AND COUNTRY OF BIRTH;

HAVE EITHER YOUR PARENTS OR GRADPARENTS HELD A PAKISTANI PASSPORT?

IF YES, PLEASE APPLY FOR THE FULL VISA.

YOUR OCCUPATION;

IF EMPLOYED; COMPANY NAME & ADDRESS;

YOUR JOB TITLE;

ARE/WERE YOU IN ANY MILITARY/POLICE OR SECURITY ORGANISATION?

IF YES, NAME OF ORGANISATION;

YOUR RANK IN ORGANISATION;

YOUR COUNTRY OF POSTING:

HAVE YOU BEEN TO INDIA BEFORE?

IF YES, PREVIOUS PORT OF ARRIVAL;

PREVIOUS VISA NUMBER;

DATE OF ISSUE OF LAST VISA;

WHAT WAS THE PURPOSE OF YOUR TRAVEL?

NAME OF HOTEL/HOST IN INDIA;

ADDRESS OF HOTEL/HOST IN INDIA;

PHONE NUMBER OF HOTEL/HOST IN INDIA;

NAME OF YOUR EMERGENCY CONTACT IN THE UK;

ADDRESS OF YOUR EMERGENCY CONTACT IN THE UK;

PHONE NUMBER OF YOUR EMERGENCY CONTACT IN THE UK;

DO YOU HAVE ANY CRIMINAL CONVICTIONS OR BEEN INVOLVED IN ANY TERRORIST ACTIVITY?

IF YES, PLEASE APPLY FOR THE FULL VISA

I CONFIRM THAT THE ABOVE IS TRUE & CORRECT TO THE BEST OF MY KNOWLEDGE.

DIGITAL OR PHYSICAL SIGNATURE