

Note: Please print out a copy of this checklist, Sign and submit the same along with your application.

Business Visa

Checklist: Must be completed, signed & attached with your application and supporting documents.

Note: Place a tick in the checkbox as applicable.	
<p><u>Business Visas are issued to Australian Nationals or Non Australian Nationals provided the period of Permanent Residence in the country is for more than 2 years</u></p> <p>Business Visas are normally granted for up to 6 months but for certain applicants it is for minimum period of 1 year. Applicants are required to provide a letter/ invitation from the Indian company / trade partner or alternatively a letter from the Australian company (the employer) explaining the purpose of the visit. 5 year business visas can be issued to CEOs, entrepreneurs and businessmen who have Joint Venture/MOU or similar long-term business commitments in India requiring frequent visits over extended periods. The visas are not issued from the future date to match applicant's itinerary for inward and outwards journey to/from India.</p>	
Documents you need for a complete Business Visa Application	
<ul style="list-style-type: none"> ➤ Application Form 'A' duly completed and signed (Pakistan and Bangladesh nationals and dual citizens. See details hereunder) 	
<ul style="list-style-type: none"> ➤ If you are currently a holder of a Pakistani passport or a dual citizen of Pakistan, you need to fill in Form 'B'. If holding dual citizenship, both passports need to be submitted. Visa will be issued on your Pakistani passport. ➤ If you do not hold dual nationality of Pakistan, fill in Form 'A' and submit a statutory Declaration duly attested by a Justice of Peace stating that you do not hold Pakistani nationality. ➤ If you are only visiting one city in India, you must submit your application in quadruplet (four sets). If visiting two cities in India, you must submit in quintuplet (five sets). If visiting three cities in India, you must submit in six sets. 	
<ul style="list-style-type: none"> ➤ If you are currently a holder of a Bangladeshi passport or a dual citizen of Bangladesh, you need to fill in Form 'C'. If holding dual citizenship of Bangladesh, both passports need to be submitted. Visa will be issued on your Bangladeshi passport. ➤ If you do not hold dual Nationality of Bangladesh fill in Form 'A' you are required to submit a Statutory Declaration duly attested by a Justice of Peace stating that you do not hold a Bangladeshi passport. 	
<ul style="list-style-type: none"> ➤ If you are currently holding a Sri Lankan passport or with dual nationality (Srilanka + "X" Nationality), the visa would be issued on 	

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your Sri Lankan passport only.	
➤ If you do not hold dual Nationality of Sri Lanka , you are required to submit a Statutory Declaration duly attested by a Justice of Peace stating that you do not hold a Sri Lankan passport and you must submit the passport of your current Nationality.	
➤ If you are currently holding a New Zealand Passport and you are permanent resident of Australia , submit a copy of your Medicare card + a document that proves you have been residing in Australia for 2 years, prior to your application date (e.g. – Australian bank statement from 2 years prior, Australian rental proof/ownership proof of property from 2 years prior) A business Visa cannot be issued without the above proof.	
➤ If you currently holding a Czech Republic Passport , you may apply for an Indian Visa if you meet the following conditions A) You must have stayed in Australia, for at least one year, prior to applying. B) Hold a Passport with at least 1 year validity from the date of application. C) Present medical insurance for the entire period of proposed stay in India.	
➤ One recent photograph meeting specifications listed under “Prepare application” at www.vfs-in-au.net	
➤ Current original passport/travel document with a minimum validity of six months from the date of application and must have at least two blank pages.	
➤ If applying for a visa with validity up to six months: <ul style="list-style-type: none"> ○ Letter of undertaking from a local company 	
➤ If applying for a visa with validity up to one year: <ul style="list-style-type: none"> ○ Letter of undertaking from both a local and Indian company 	
➤ If applying for a visa with validity up to five years <ul style="list-style-type: none"> ○ Letter of undertaking from both a local Indian company ○ Documentary Proof of Joint Venture 	
➤ I have submitted the correct Visa fee & VFS Service fee. Review fees at www.vfs-in-au.net	
➤ I have selected the following mode of payment. <ul style="list-style-type: none"> a) Online (launches Dec 2009) b) Eftpos / Credit card c) Cash (at VFS Counters only) d) Money / Postal Order payable to “VFS Services Australia Pty Ltd” only. 	
Note: Personal cheques and company cheques are not acceptable.	
➤ I am sending my documents by Post/Courier and have attached the <u>Postal Processing Fee of \$8 (incl GST)/Courier Processing Fee of \$16.50 (incl GST)</u> . I understand I do not have to send a return post/courier envelope. (the postal/courier processing fee includes the return delivery)	

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Additional Documents	
➤ Form 'H' if you are applying to visit any restricted and/ or protected areas in India	
➤ Photocopy of Visa Status to be provided by all non-Australian passport holders who have Permanent Resident (PR) status.	
➤ Form 'D' to be filled by all non-Australian passport holders who do not have Permanent Resident (PR) status in Australia and all applicants belonging to the following categories even if they have Permanent Resident (PR) status in Australia.	
○ Category A: All applicants currently holding passports of Afghanistan, Bangladesh, China, DPR Korea (North Korea), Iran, Sri Lanka and Pakistan.	
○ Category B: All applicants with dual citizenship of Afghanistan, Bangladesh, China, DPR Korea (North Korea), Iran, Sri Lanka and Pakistan. Applicants in this category must submit both passports with their applications. (Visas for Pakistani and Bangladeshi applicants will be issued on their Pakistani and Bangladeshi passports only).	
○ Category C: All applicants who were previously passport holders of Afghanistan, Bangladesh, China, DPR Korea (North Korea), Iran, Sri Lanka and Pakistan.	
○ Category D: All Australian passport holders who are currently having dual citizenship of, or were previously passport holders of Afghanistan, Bangladesh, China, DPR Korea (North Korea), Iran, Sri Lanka and Pakistan.	

How do I collect my passport once my visa is processed?

- If you have opted for return of your documents by post/courier while applying, they will be posted / couriered to you the day we receive your passport to the address specified by you on your application submission.

OR

- If you have not opted for the return of your documents by post/courier, once the status for your application is shown on the website www.vfs-in-au.net as processed and ready for collection, you may come in person to pick up your documents between 10:30am and 3:00pm, Monday to Friday on all working days.
- If you choose to send someone on your behalf then you must give him/her an authorization letter.

Processing Times: <http://www.vfs-in-au.net/processing-time.aspx>

The applicant hereby confirms that he/she has read the above, ticked the boxes against documents submitted & ensures that all the necessary documentation has been submitted.

VFS Officer (Name & Sign)

Applicant (Name & Sign)
