

# CHECKLIST FOR ENTRY VISA

PLEASE ATTACH A COPY OF THE CHECKLIST WITH YOUR APPLICATION AND CHECK MARK ALL THE REQUIREMENTS BELOW THAT ARE COMPLIED WITH. SIGN AT THE END OF EACH PAGE OF THE CHECKLIST.

## PLEASE NOTE

- AN ENTRY VISA CAN BE APPLIED FOR 6 MONTHS, 1 YEAR OR UP TO 5 YEARS ONLY. THE DURATION OF THE VISA IS SUBJECT TO THE DISCRETION OF THE CONSULATE GENERAL OF INDIA.
- THE CONSULATE RESERVES THE RIGHT TO CALL FOR ADDITIONAL DOCUMENTS, AS CONSIDERED NECESSARY.

### Entry to BLS International Services Canada Inc., Indian Visa Application Centres (VAC):

1. Due to the limited size of VACs, attorneys (those accompanying applicants), relatives, drivers, or friends are not allowed in the VAC.
2. If you cannot visit the VAC, it is recommended that you use the postal service to submit your application. To book a pickup and/or drop via FedEx, visit <http://www.blsindia-canada.com/vas/>

<input type="checkbox"/>	<p><b>ONLINE APPLICATION FORM:</b></p> <ul style="list-style-type: none"> <li>- The Application must be completed and submitted online by visiting <a href="http://indianvisaonline.gov.in/visa/">http://indianvisaonline.gov.in/visa/</a> and selecting 'Regular Visa Application.'</li> <li>- Be sure to select the correct Indian mission based on the place where you reside in Canada, and the mission's jurisdiction.</li> <li>- Mission jurisdiction can be viewed at: <a href="http://www.blsindia-canada.com/entryvisa.php">http://www.blsindia-canada.com/entryvisa.php</a></li> <li>- Please note: Online applications are only accepted if filled out in the current year.</li> <li>- Please fill the online application form based as per your passport. After submission online, no changes can be made. In case of an error, please fill a new online application form. <b>Please note: BLS International employees cannot edit or make any changes to your online application form.</b></li> </ul>
<input type="checkbox"/>	<p><b>PHOTOGRAPH SPECIFICATIONS:</b></p> <ul style="list-style-type: none"> <li>- One photo of size 51mm x 51 mm. Paste this on Page 1 of the Application Form.</li> <li>- Photo <b>must</b> be compliant with specifications; refer to :<a href="http://www.blsindia-canada.com/photo_spec.php">http://www.blsindia-canada.com/photo_spec.php</a></li> <li>- You can avail of this service at the VAC; go to: <a href="http://www.blsindia-canada.com/vas.php">http://www.blsindia-canada.com/vas.php</a></li> </ul>
<input type="checkbox"/>	<p><b>SIGNATURE INSTRUCTIONS:</b></p> <ul style="list-style-type: none"> <li>- Sign on Page 1, inside the box, below your photo and 2. Signatures must match with your current passport.</li> <li>- Minor Applicants (Below 18 Years): <b>(Please refer to additional documents for minors on page 2 of this checklist)</b> <ul style="list-style-type: none"> <li>o If a minor cannot sign, using only black or blue ink, apply left hand thumb impression for boys &amp; right for girls on Pages 1 &amp; 2.</li> <li>o Both parents must also sign below the applicant's signature on page 2.</li> </ul> </li> </ul>
<p><b><u>DOCUMENTS</u></b></p> <p><b><i>Provide photocopies, unless otherwise stated, of the below documents on A4 size paper. If applying in person at a BLS Center, you are also requested to carry the originals of the photocopies provided for verification purposes only.</i></b></p>	
<input type="checkbox"/>	<p><b>Canadian Passport (Original and copy of first page):</b></p> <ul style="list-style-type: none"> <li>- Must be valid for at least <b>190 days</b>.</li> <li>- Must have at least two blank/unstamped pages.</li> </ul>
<input type="checkbox"/>	<p><b>Non-Canadian / Other Foreign Passport holders and Sri –Lankan Passport holders:</b></p> <ul style="list-style-type: none"> <li>- 'Non-Canadian form'. Please visit - <a href="http://www.blsindia-canada.com/forms/HCI-CGI_Addition%20reference%20form%20for%20Non-Canadian%20National.pdf">http://www.blsindia-canada.com/forms/HCI-CGI_Addition%20reference%20form%20for%20Non-Canadian%20National.pdf</a></li> <li>- 'Sri-Lankan form' to be filled up by both -former and current Sri-Lankan nationals. <a href="http://www.blsindia-canada.com/forms/HCI-CGI_SRI%20LANKAN%20REFERENCE%20FORM.pdf">http://www.blsindia-canada.com/forms/HCI-CGI_SRI%20LANKAN%20REFERENCE%20FORM.pdf</a></li> <li>- Proof of work status in Canada: PR Card, Work Permit or Student Permit (The latter two must be valid for at least 6 months).</li> <li>- Proof of address in Canada: Bank Statement or Utility Bill (must be 6 months old or less) or Driver's license copy.</li> </ul>

Signature \_\_\_\_\_

# CHECKLIST FOR ENTRY VISA

<input type="checkbox"/>	<p><b>Please follow this section;</b></p> <ul style="list-style-type: none"> <li>-For applicants born in Canada or outside India, whose parents are of Indian origin OR former Indian nationals</li> <li>- For applicants of Foreign nationality, whose spouse if of Indian origin or former Indian national</li> <li>- For applicants accompanying their spouse who has a valid Employment or Business Visa to India</li> <li>- For applicants who were former Indian nationals (born in India)</li> </ul> <p><b>Additional documents for the applicant, applying on basis of their parents/spouse (who are former Indian nationals) who have acquired foreign citizenship;</b></p> <ul style="list-style-type: none"> <li>o Please provide the copies of cancelled Indian passports (on acquiring foreign citizenship)</li> <li>o Surrender Certificates.</li> <li>o Landing Papers of parents/spouse.</li> <li>o Statement of Live birth (reflecting both parents names)</li> </ul> <p><b>For the applicant's parents/spouse, who are of Indian origin, who have NOT yet acquired foreign citizenship;</b></p> <ul style="list-style-type: none"> <li>o Photocopies of first, last and any observation pages of the parents/spouse's Indian passports.</li> <li>o Provide proof of status in Canada – PR Card, Work Permit or Study permit (The latter must be valid for at least 6 months)</li> <li>o Landing Papers of both parents/spouse reflecting immigration category, if received confirmation of permanent residence.</li> <li>o Statement of Live birth (reflecting both parents names)</li> </ul> <p><b>Additional documents for those applying on spousal basis, whose spouse has a long term Employment Indian Visa;</b></p> <ul style="list-style-type: none"> <li>o Current passport copy of spouse</li> <li>o Indian Employment visa (Copy of validity pages)</li> <li>o Marriage Certificate</li> </ul> <p><b>Additional documents for applicants who were former Indian nationals (born in India)</b></p> <ul style="list-style-type: none"> <li>o Please provide the copies of cancelled Indian passports (on acquiring foreign citizenship)</li> <li>o Surrender Certificate</li> <li>o Landing Paper reflecting the Immigration Category</li> </ul>
<input type="checkbox"/>	<p><b>Additional documents for MINOR applicants (Below 18 Years):</b></p> <ul style="list-style-type: none"> <li>- Valid passport copies of both parents</li> <li>- Statement of Live Birth Certificate reflecting both parent's names</li> <li>- Minor Consent Form – duly completed and signed by both parents. This can be obtained from <a href="https://www.blsindia-canada.com/forms/HCI-CGI_Minor%20consent%20form.pdf">https://www.blsindia-canada.com/forms/HCI-CGI_Minor%20consent%20form.pdf</a></li> <li>- Address proof of either parent. Driver's License, Bank Statement or Utility Bill (The latter two must be less than 6 months old)</li> <li>- Please ensure that both parents sign on Page 2 of the online application form, below the minor's signature / thumb impression.</li> </ul> <p><b>For minors, whose parents have acquired Foreign citizenship, please provide;</b></p> <ul style="list-style-type: none"> <li>- Copies of cancelled Indian passports (on acquiring foreign citizenship)</li> <li>- Surrender Certificates</li> <li>- Landing Papers of parents/spouse.</li> </ul> <p><b>For minors, whose parents are Indian nationals;</b></p> <ul style="list-style-type: none"> <li>- Copies of both parent's current Indian passports</li> <li>- Copy of their current status in Canada (Permanent Resident or Work Permit with more than 6 months old validity)</li> <li>- Landing paper reflecting Immigration Category</li> </ul> <p><b>For Minor travelling without parents, please provide;</b></p> <ul style="list-style-type: none"> <li>- Notarized Affidavit indicating their consent to travel. Both parents need to sign on the affidavit.</li> <li>- Passport photocopy of the person travelling with the minor.</li> </ul> <p><b>If either parent is out of the country, please provide the following additional documents;</b></p> <ul style="list-style-type: none"> <li>- Notarized Affidavit indicating consent given to spouse to travel with minor.</li> <li>- Notarized passport photocopy in original of the parent who is abroad. This can be obtained from Notary Public.</li> </ul> <p><b>If either parent is divorced,</b> Divorce Certificate and Court Custody papers are required (specifically mentioning the clause that indicates which parent has custody &amp; consent to make travel arrangements for the child).</p>

Signature \_\_\_\_\_

**FEES:**

Refer to fee schedule at: <http://www.blsindia-canada.com>

**Mail In / Postal Applications:**

- Enclose a certified cheque, in favor of 'BLS International Services Canada Inc.' to include:
  - o HCI/CGI Visa Fee.
  - o ICWF Consular Surcharge Fee.
- Enclose a **separate** certified cheque, in favor of 'BLS International Services Canada Inc.' to include:
  - o BLS Processing Fee.
- Add: Return Courier charges.

**Walk In Applicants:**

Payment can be accepted by cash or debit only

The above guidelines are defined by the High Commission of India, Canada, for consular services for India, and must be strictly followed. The High Commission of India, Canada Information and Application Centre will not accept applications which do not meet above guidelines. They also reserve the right to ask for a personal interview. BLS International Services Canada Inc. have no say on whether you will be granted a visa/passport/PIO card/OCI card for India, as this is entirely the prerogative of the High Commission of India, Canada. The Mission may also request for additional documentation at any time during or after the submission of the application.

**Undertaking:** I certify that my documents are arranged in the order given at the Checklist above. I have been informed that any insufficiency in documentation as mentioned in the Checklist may lead to a delay in the processing/rejection of my application.

Signature \_\_\_\_\_