

Police Clearance Certificate Checklist



Applicant's Name		Passport no.	
Email ID		Mobile no.	_____



Use black ink only whilst completing your Application Form and Checklist.
Check mark all requirements below that are complied with.
Sign at the end of each page of the Checklist.

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

1. Due to the limited size of VACs, attorneys (those accompanying applicants), relatives, drivers, or friends are not allowed in the VAC.
2. An applicant may however, bring one person to assist him/her if he or she is elderly, disabled, or a minor child.
3. Applicants should bear in mind that they may stand outside the facilities for their turn, please dress according to weather conditions on the day of your visit.

Important:

1. If you cannot visit the VAC, it is recommended that you use the postal service to submit your application.
2. Alternatively, to book a pickup and/or drop via FedEx, visit <http://www.blsindia-canada.com/vas/>

<input type="checkbox"/>	<p>Application Form: Ensure that you use the correct form. Below mentioned both forms must be submitted to obtain a Police Clearance Certificate</p> <ul style="list-style-type: none"> - Download application form for 'Police Clearance Application' form and complete. <ul style="list-style-type: none"> - Visit http://blsindia-canada.com/forms/HCI-CGI_Vancouver%20PoliceClearanceCertificateform.pdf - Download Personal Particulars Form; 2 copies: http://www.blsindia-canada.com/forms/PersonalParticularform.pdf - On personal particular forms, print Permanent Address in India in column 8 (A) and two reference address in India in column 10 (1) and (2).
<input type="checkbox"/>	<p>Photograph:</p> <ul style="list-style-type: none"> - Provide three photos of size 35mm x 35 mm. - Paste photos one on first page of the application and other two on Personal Particular forms. - Photo must be compliant with specifications; refer to: http://www.blsindia-canada.com/photo_spec.php - You can avail of this service at the VAC; go to: http://www.blsindia-canada.com/vas.php
<input type="checkbox"/>	<p>Documents: Provide photocopies unless otherwise stated; attach the following valid documents in photocopies.</p> <ul style="list-style-type: none"> - Provide copies for all the documents on LETTER size paper. - All photocopies have to be self-attested.
<input type="checkbox"/>	<p>Applicants holding Indian Passport:</p> <ul style="list-style-type: none"> - Indian passport Original and Photocopies - Proof of status in Canada: Valid PR Card or Work Permit or Study permit (photocopies) - Proof of Address (Photocopy of Driver's License/Utility Bill/Bank Statement) (The latter two must be less than 6 months old)
<input type="checkbox"/>	<p>Applicants holding Canadian/Foreign Passport:</p> <ul style="list-style-type: none"> - Canadian/Foreign passport Original and Photocopies - Documentary proof of stay in India (Photocopies) - Proof of Address (Photocopy of Driver's License/Utility Bill/Bank Statement) - Last held cancelled Indian passport/Surrender certificate (Photocopies) in case applicant is a former Indian National
<input type="checkbox"/>	<p>Fees: Refer to fee schedule at: http://blsindia-canada.com/pol_clr_cert.php</p> <p>Mail In Applications: (Please mentioned your phone number and email ID is mandatory)</p> <ul style="list-style-type: none"> - Enclose a certified cheque, in favor of 'BLS International Services Canada Inc.' to include: <ul style="list-style-type: none"> o HCI/CGI PCC Fee o ICWF Consular Surcharge Fee - Enclose a separate certified cheque, in favor of 'BLS International Services Canada Inc.' to include: <ul style="list-style-type: none"> o BLS Processing Fee o Add: Return Courier charges <p>Walk In Applicants:</p> <ul style="list-style-type: none"> - In cash or by debit card 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

Signature _____

Checklist for Vancouver jurisdiction only
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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_____