

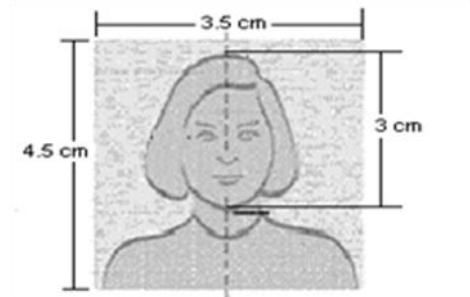
### **From Participants:**

- **Valid passport** with at least 2-unused pages. (Valid for minimum 6 months from the date of travel)
- One **visa form** duly filled and signed by the APPLICANT (Personal details are mandatory to fill in the visa form; same is required by the Embassy).
- Two recent passport size **photographs** with white background only (35mm x 45mm)
- **Business Card** of Applicant.
- CONTACT Nos. - **Mobile & Residence** Landline.
- Individual **covering letter** in original from the applicant (Format attached)
- Photocopy of International **credit card** (If possible).
- Partners submit Personal as well as dealership **Bank Statement** showing transaction of min last 6 months.
- Staff submits personal **Bank Statement** showing transaction of min last 6 months.
- **Income tax** returns of the last three years of company or FORM 16 in case of staff.
- **Salary slips** for last 3 months in case of employees.
- Any **old passport** showing previous travel abroad (important if EUROPE).

### **Photo Specification**

#### **General:**

- The photo must be a full face view in which the visa applicant is facing the camera directly and the face should cover about 50 percent of the photo area.
- The photo must have been taken within the last three months.
- The photo should be in color, good quality studio print with white background only.



**SAMPLE PHOTO**

#### **Photo Size:**

The photo of each visa applicant must measure:

- 45 by 35 mm with the head centered in the frame
- Full face (without sunglasses and normally without a hat or other head covering, unless the applicant wears such items because of their religious belief or ethnic background).