

## Documents to provide

Country: **India**

Business Visa

- A passport** valid for at least one year and with at least three blank pages.
  - A Visa application form** completed online, dated and signed (on page one and two) by the applicant on the website [Indian Visa Online](#) (see instructions for filling out the form) as well as the signed declaration.  
**NB:** if you want, we can fill-in the form for you (please ask us to do so via mail)
- Attach a copy of your **national ID card** if you mentioned it in the Visa application form.  
Attach the original **2nd passport** if you mentioned it in the Visa application form.  
To complete the **online form** take into account the information below (REGULAR Visa APPLICATION)
- \*\* No crossing out, rectification or addition is accepted on Visa application forms. As a result, please follow the instructions for filling out the form online.
  - \*\* Include the passenger's name as written on the passport (without punctuation, without indicating EPOUSE or EP or USAGE).
- For married women, put 2 names in a row without putting 'EP' or 'wife' / Indicate all the first names of the traveller
- \*\* Mandatory to indicate traveller email address
  - \*\* Please include father's name and first name of father, mother and husband.
  - \*\* Contact details of two references: one in India and one in France (name- address – telephone number).
  - \*\* Profession: if the applicant is unemployed or retired, the last job must be indicated as well as the contact details of the last employer /For occupations, the 'Business Person' and 'Worker' option will be refused, the exact occupation of the Visa applicant must be included on the Visa application form (select Other and indicate the exact occupation).
  - \*\* For Visa period: select 3 months minimum for a 1 entry Visa & 6 months or 12 months for multiple entry Visa.
- Two photographs** in accordance with Indian government standards pasted onto the form. These must be square and measure 5 cm x 5 cm.  
**Warning:** photographs made with automatic photo machines in France are not compatible and accepted
  - A letter of invitation from the visited Indian company, on letterhead and written in English, addressed to the AMBASSADE D'INDE A PARIS mentioning precisely the purpose of the visit as well as the exact start and end dates of the planned stay, signed and stamped. Please specify whether you want a multiple-entry Visa for 1 year (which remains subject to the Consulate).
  - A mission letter from your company in France, on letterhead and written in English, addressed to the AMBASSADE D'INDE A PARIS mentioning precisely the purpose of the visit as well as the exact dates of the planned start and end of stay, signed and stamped. Thank you for specifying whether you want a multiple entry Visa for 1 year. remains in all cases subject to the Consulate.
  - A photocopy of the simplified balance sheet of the last year of the French company (2 to 5 pages).
  - For foreign nationals who have lived in France for more than 24 months **NO EMERGENCY REQUEST AVAILABLE – MINIMUM DELIVERY LEADTIME 15 DAYS**
  - Photocopy of proof of resident status: 3 invoices 2019/2020/2021 of electricity, gas or landline or the last 3 tax notices or the last 3 property taxes. No other documents will be accepted. A copy of the residence card for a non-European person is also required. Please also propose the reference form for foreigners.
  - For non-resident foreign nationals, resident for less than 24 months or unable to prove their resident status **NO DELIVERY LEADTIME**. It is mandatory for a foreign national to be resident in France for at least 24 months to qualify for a business Visa application in France. Otherwise, the application must be filed in the applicant's country of origin. For applicants who do not wish to return to their country of origin, applications may be accepted 'out of the process', however processing times would be significantly higher (at least x2).
  - For an emergency Visa application (only for the business Visa) join in addition to the documents listed above this procedure, which only applies to French passport holders, allows you to try to obtain the Visa within 48 hours. The Visa application will then be taken into account only 8 days before the date of entry India.
    - o 2 letters, addressed to the Indian Embassy signed one by the passenger and the other by the company representative, written in English, explaining the urgency of the trip and re-specifying the dates of the trip.
    - o Provide the flight ticket // We remind you that the dates in your file must be identical to the dates of the flight ticket, entry and exit from Indian territory. **No emergency available as of today**

In the event of an application for a waiver of the 30day residence rule, the '30-day Rule Exemption Request' form, only for business Visas, completed in English + signed – a document justifying the need for a stay of more than 30 days.