

# CONFERENCE VISA

## LIST OF DOCUMENTS REQUIRED FOR A CONFERENCE VISA

- 1 **Original passport valid for a minimum of 6 months (or for the validity requested, if greater) and having at least 2 blank visa pages and copy**
- 2 **Two photographs conforming to Indian Government norms as per specifications mentioned on our website**   
A Photo service complying to the Indian norms is available in our offices
- 3 **An Indian Government Regular Visa application form duly filled in online and signed on pages 1 and 2 (online form link: <https://indianvisaonline.gov.in/visa/registration>)**
- 4 **Original letter of invitation as a delegate to the conference issued by the organisers, showing the name and details of the applicant, written in English with signature, official organisation letterhead and stamp**
- 5 **If the organiser is: the Indian government (Ministry, State Government, Union territory Administration) or an organisation owned and controlled by the Indian government, a Public Sector Undertaking, a Public Funded University or a Central Educational Institution, the United Nations or one of the specialised agencies**

### **The below are mandatory:**

- Clearance letter issued by the Ministry of Home Affairs (**MHA**)
- Clearance letter issued by the Ministry of External Affairs (**MEA**)
- Clearance letter issued by the **Nodal Ministry** (ex: agriculture, health, etc.)
- Clearance letter issued by the State Government or Union Territory Administration of the region hosting the conference (if applicable)

*\*\*\* Certain cases may require additional documentation not specified in this checklist \*\*\**

- 7 **Declaration form : to be filled by all applicants submitting any application**
- 8 **Additional documents mentioned below as per your case**

## LIST OF ADDITIONAL DOCUMENTS

### **If the applicant is not holding a Spanish passport**

- Registration Certificate from the concern City Council/Municipal (minimum period of stay in Spain is 2 years), with an issue date which should not exceed 180 days.
- Referral form duly filled in Capital Letters

### **If the applicant obtained Spanish nationality by naturalization and previously held Bangladeshi, Pakistani or Sri Lankan nationality**

- Literal Birth certificate. (Certificación literal de nacimiento)
- Nationality certificate proving when Spanish nationality was obtained

### **IMPORTANT**

This list is not exhaustive and does not guarantee a visa. The High Commission of India or its Consulates reserve the right to ask for further documentation where necessary.

I hereby certify that I have submitted a complete application and that I know and accept the minimum processing times required for my visa application.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_