REQUISITE DOCUMENTS FOR EMPLOYMENT VISA

APPLICANT'S NAME				SUBMISS	SION OFFICER				
PASSPORT NUMBER				DATE					
	MANDATORY DOCUMENTS REQUIRED FOR INDIVIDUAL APPLICANTS								
S.NO	PARTICU		•		YES / NO	REMARKS			
	POSTAL APPLICATI	ION	COUNTER APPLICAT	ION					
1	i. Completed,	printed and signed online vis	sa application form.						
	ii. In case App								
	permit form	is required.							
2		photograph of size 51mm X 5							
		ıld be of good quality high re		_					
		otos should be taken against							
	·	owing the shot up to the shou		-					
		s have to be visible with full f							
	•	e. Photos that do not conform							
3	rejected								
4	CKGS Order Form	- -							
5	Additional Particular F	t with minimum of 180 days	validity and two blank n	ages last					
3	two observation pages		validity and two blank p	ages. Last					
6		submit a photocopy with pro	oof of residence/address	that					
		address on the visa application							
	For Minors: Proof of a	address from both parents ar	nd a legal guardian may b	e					
	submitted.								
	For College/Universit	ty students: Letter from your	ition's						
	-	the exact address that you p	resently reside on camp	us in					
	university								
	housing/dormitories		d IIC aiting making masset and	-l £					
7		izens who have also acquired eir Pakistani passport only.	a OS citizensnip must app	DIY TOP					
		Pakistani Passport, please pro	vide following document	·s:					
		ncing Pakistani citizenship a							
	certificate.	memb rakistam entizensinp a	nong with copy of rend	riciation					
	b. Absence of Pa	akistani passport or an exp	oired Pakistani passport	is not					
	-	of renunciation of Pakistani n							
		assport holder, separate form							
8	For Sri Lankan Passport holders/Person of Sri Lankan origin:								
	Dully Filled Sri Lankan Additional Form.								
	for Bangladeshi Passport Holders Citizen of Bangladesh are required to fill special Bangladeshi form (2 copies with 2								
	photos).	are required to fill special Ba	angiadesni form (2 copie	s with 2					
9	,	ne Employment Contract ((Signed by the Employ	/er & 🗌					
	Employee).								
		nt letter from company with	salary details, salary sho	uld be					
		SD 25,000per Year.	amaanu with the Cavarr						
	iii. Proof of reg of India.	gistration/incorporation of co	ompany with the Govern	iment _					
		our resume with a copy of rele	evant credentials	Г					
		y letter from the company in		y that 🗀					
		company should be liable/							
		half of the applicant							
		Employee Details Form							
		the employer in India certif							
	·	ed professional, technical ex	•						
	_	position and applicant skills a Itending to do volunteer, wo							
	7 7	ns must include a letter from							
		terhead indicating the nature							

	and place of work and the same letter signed by authorized signatory.						
10	Participants from Afghanistan, China, Iran, Pakistan, Iraq, Sudan, foreigners of						
	Pakistani origin and Stateless persons should fill out the additional conference form						
11	Visa Status						
	Non-US citizen needs to provide a copy of one of the following documents:						
	i. Permanent Resident Card (both sides),						
	ii. Employment authorization card or copy of page showing H1 / H4, L1/L2, F1/F2, J1/J2 etc.						
12	All Applicants need to submit a photocopy with proof of residence/address that matches the present address on the visa application. For Minors:						
	Proof of address from both parents and a legal guardian may be submitted.	Proof of address from both parents and a legal guardian may be submitted.					
	A copy of the vital page(s) containing the picture and signature page of both parents Signed passports.						
	Non-US passport holder parents who are applying for their kids must also provides US Visa status.						
	For College/University students : Letter from your institution on the institution's letterhead explaining the exact address that you presently reside on campus in university housing/dormitories should be submitted.						
	APPLICATIONS COMING THRU POST WILL SUBMIT FOLLOWING ADDITIONS AND ADDITIONS OF THE PROPERTY OF	ONAL DO	OCUMEN'	TS			
13	Attach a Demand draft or Postal Order favouring COMPANY DETAILS: Cox & Kings Global Services USA LLC						
14	Documents arranged as per the checklist. Applicant's signature on checklist						
	ADDITIONAL DOCUMENTS (If Applicable)						
	I have been informed and advised that the insufficient documentation mentioned in checklist application. However, I insist to proceed with my application.	may lead	to a dela	y in the processing	of visa		

Applicant's Signature.....

The above guidelines are defined by Embassy of India, Washington D.C and must be strictly followed. The Embassy of India, Washington D.C reserves the right to ask for a Personal Interview or Additional Documents. The Embassy of India, Washington D.C Information and Application Centre will not accept visa applications which do not meet above specified guidelines.

The documents must be arranged in the order given above CKGS USA LLC have no say on whether you will be granted a visa, as this is entirely the prerogative of The Embassy of India, Washington D.C.

Applicant has to sign the first and second page of the Online Indian Visa Application Form (IVFRT). In case of Minor the parents has to sign second page of the visa application form and should be duly notarized.