

VISA CHECKLIST

All application must be sent to the following address.
High Commission of India, 72 Pipitea Street, Thorndon, PO Box 4045,
Wellington, New Zealand

At High Commission's Counter –Debit Card only. We do not accept Credit Cards/Money Orders/Credit Card etc.
By Courier/Post – Online Bank Transfer [Click here](#)

All applicants should include the following documents:

Completed and signed application form (https://indianvisaonline.gov.in/). <i>(In case of minors both parents should sign)</i>	
Fees of NZ \$ _____	
Original passport with minimum validity of 6 months and two blank pages on the passport	
Additional form to be filled by non-New Zealand nationals (click here to download)	
Two photographs 2" x 2" inch (51 x 51mm) one pasted on the application. Do not staple/pin the other photograph	
Self-addressed prepaid courier envelope to return your passport. (Please provide separate courier envelope If you are applying for Cancellation/Renunciation with visa application.)	

Additional documents for a minor (child under 18 years)

Copy of birth certificate of minor. In case of the minor's father status being unknown, a Statutory Declaration attested by a Justice of Peace is required from the mother stating the same	
Parent/s passport copies (page with photo/signature)	
No objection letter (letter of consent) signed by both parents <u>OR</u> Signature of both parent/s on the visa application form	
In the case of single parent/guardian submit additional documentary proof copies such as custody papers / death certificate of the deceased parent / proof of single parent status.	
Parents of minor children of Indian origin must submit a copy of their cancelled Indian Passport with the visa application as a proof of compliance of the Indian Passport Act to enable processing of the visa application.	

Proof of Renunciation of your Indian Citizenship if you were previously an Indian National

If your Indian passport is officially cancelled, provide a photocopy of the bio page [page with photo and passport details].	
If your Indian Passport is not officially cancelled, submit the original Indian Passport for cancellation, along with requisite form and fee. For more information, please visit www.hciwellington.gov.in "Cancellation of Indian Passport" link	
If your name is different in the New Zealand/ Foreign passport from that of the Indian passport, submit a copy of your name change certificate (attested by a Justice of peace J.P.) OR a Statutory Declaration attested by a Justice of peace (J.P)	
If your Indian Passport is lost and not in your possession, submit a Statutory Declaration attested by a Justice of Peace with details on the reason for the passport not being in your possession. Also submit a copy of your New Zealand Citizenship Certificate.	

In addition to the documents, you must supply the documents as applicable:

If applying for Entry visa as Spouse/Son/Daughter of person of Indian origin please attach:

Birth Certificate and/or Marriage certificate	
Copy of Indian passport/OCI/PIO card or the present Indian visa held by Spouse/parent	

1. If applying for Business Visa:

An invitation letter from the Indian company.	
A supporting letter from the New Zealand Company including surety of financial standing.	

2. If applying for Conference Visa:

No objection letter from the NODAL ministry or from the state government in India. (In case of an International conference; no objection letter/ permission is also required from Ministry of External Affairs/Ministry of Home Affairs of India.	
A letter of invitation from the organization in India. Please contact your conference organizers to obtain these letters.)	

3. If applying for Employment Visa:

A copy of Employment contract duly signed by the employee and the employer.	
The employment contract should include all the terms and conditions of employment.	

4. If applying for Student Visa:

Proof of admission to a full-time course in a Recognised/reputed educational institution in India	
Proof of availability to sufficient funds for the duration of stay in India	

5. If applying for Journalist visa: Film documentary makers are required to submit the following additional documents

Documentary Clearance Form duly completed	
A detailed synopsis/treatment of the theme	
Details of locations and visits schedule	
Details of the producers and Production Company Signed Undertaking in prescribed form	
List of cinematic equipment to be temporarily imported to India for Filming	

6. If applying for Medical Visa:

Medical documents establishing the need for medical treatment in India.	
Proof of availability to sufficient funds for the duration of stay and the expenses for medical treatment in India	
Copy of Confirmed Return tickets	

All DUAL nationals must submit a copy of their other passports. NZ nationals having dual citizenship should apply visa in their NZ passport.

Please Note: This list is not exhaustive and does not guarantee a visa. The High Commission of India reserves the right to ask for additional documents if required.