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FOR INDIAN VISA APPLICATIONS

(w.e.f 01.01.2002)

EMBASSY OF INDIA
217 CHAUSSEE DE VLEURGAT
1050 BRUSSELS.

TEL. 02/640.91.40
FAX. 02/648.96.38

GENERAL INFORMATION

1. HOURS FOR **RECEIPT** OF APPLICATIONS: **09.30 to 11.30**,
HOURS FOR **COLLECTION** OF VISAS/PASSPORTS: 17.00 to 17.30

On all weekdays, except holidays

2.A) FEES FOR BELGIAN/LUXEMBOURG NATIONALS:

TRANSFER OF VISA FROM OLD TO NEW PASSPORT	EURO	6
TRANSIT VISA	EURO	12
OTHER VISA VALID FOR 3 MONTHS	EURO	50
TOURIST VISA VALID FOR 6 MONTHS	EURO	50
BUSINESS VISA VALID UPTO 6 MONTHS	EURO	50
BUSINESS VISA VALID FOR 1 YEAR	EURO	80
STUDENT VISA (UPTO 5 YEARS)	EURO	93
OTHER VISA VALID FOR MORE THAN 1 YEAR	EURO	160
EMERGENCY FEE	EURO	43

B) FEES FOR "OTHER NATIONALS" MAY VARY. FOR EXAMPLE:

VISA APPLICATION FEE FROM USA NATIONALS	EURO	25
EXPRESS FEE FROM HUNGARIAN NATIONALS	EURO	13
SERVICE CHARGE FROM ROMANIAN NATIONALS	EURO	7
FEE FROM SRI LANKAN NATIONALS FOR DIFFERENT CATEGORIES OF VISA	EURO	11
FEE FROM PAKISTAN NATIONALS	EURO	1
FAX CHARGES (FOR ALL "OTHER NATIONALS")	EURO	32

C) FEE FOR ISSUE OF PIO CARD

EURO 312

INSTRUCTIONS

PLEASE READ AND COMPLY WHILE COMPLETING & SUBMITTING APPLICATION

1. Completed Visa Application Forms must be accompanied by:
- TWO recent passport size original photographs (**Photocopies not accepted**)
 - PASSPORT valid** for at least SIX months at the time of application
 - Applicants other than** Belgian/Luxembourg passport holders must submit a PHOTOCOPY of a Belgian/Luxembourg RESIDENT PERMIT valid for duration of visa, if granted, along with the additional Fax-form, duly completed.
 - INVITATION LETTER either from the concerned Belgian or Indian company, in case the visit is for **BUSINESS** purposes.
 - INVITATION LETTER from the **CONFERENCE** organiser, if Conference Visa is sought.

- f) **PROOF OF ADMISSION** from the recognised educational institution in case of **STUDENT Visa**.

IMPORTANT :- **1. VISA-FEE, ONCE ACCEPTED, IS NOT REFUNDABLE**

- 2. EXACT VISA FEES IN CASH ONLY MUST BE PAID BY THE APPLICANT TO THE COUNTER.**

APPLICATIONS SUBMITTED TO THE EMBASSY BY MAIL/COURIER ONLY

2. Visa Applications may be submitted by Registered Letter, Taxi Post or Courier.
3. Passports will be **RETURNED** by **TAXI - POST ONLY**, provided applicant submits the completed and signed **TAXI POST FORM** for return of the passport by Taxi Post at his/her cost. Taxi Post Forms may be obtained from Post Offices.
4. In case the Taxi Post Form is not received, the passport will be retained in the Embassy for collection personally by the applicant only. Passports will not be handed over to a third party/parties under any circumstances.
5. The process of issuing the visa and returning the passport to the applicant by Taxi Post will take **8 to 12 WORKING DAYS** from the date of **RECEIPT** of **CORRECTLY** filled applications form(s) by Post/Taxi Post/Courier. The Embassy will make its best efforts to issue the visa the same day.
6. The applicable fee must be sent by **Bank Draft only**, of EXACT amount including fax charges for non-nationals of Belgium and Grand Duchy of Luxembourg, payable at Brussels to the Embassy of India, Brussels.
7. Cash, Euro Cheques or personal cheques are **not acceptable** with such applications by Post/Taxi Post/Courier.
8. Visa applications for people travelling in **groups of six persons** or more may be submitted **at least 10 working days in advance** of intended date of departure. Otherwise, EMERGENCY FEE will be applicable.
9. Please **ENSURE** that all the above mentioned conditions are fulfilled, failing which the application cannot be processed.

**EMBASSY OF INDIA, BRUSSELS
VISA APPLICATION FORM PAGE 1**

Space for photo

1. Surname:.....Given Name/s.....
2. Place of Birth:..... Date of Birth:(DD/MM/YYYY).....
3. Surname of your father:.....His Given Name/s.....
4. Residential address:
-
- (a) Phone.../.../.....(b) Fax.../.../.....(c) GSM.....
- (d) E-mail:
5. Profession:(a) Designation:.....
- (b)Address of employment:.....
-
- (c) Phone:.../.../.....(d) Fax:.../.../.....(d)GSM.....
- (e) E-mail:.....
6. Passport Number: Place of issue:.....
- Date of issue : Valid upto:
7. Nationality : Previous nationality:
8. Purpose of visit : Please tick mark the applicable box
 TOURIST BUSINESS STUDENT OFFICIAL MEDIA OTHER
(please specify).....
9. Date of arrival in India :
10. Period of stay in India :
11. Places to be visited in India :
12. Were you ever refused an Indian visa ? YES NO
13. **Names & Addresses** of **TWO** persons who can furnish information in case of any emergency:
(a) In Belgium/ Grand Duchy of Luxembourg :
1.....
2.....
(b) In India :
1.
2.

I, Mr/Ms/Mrs.....,do hereby affirm & undertake that I shall utilise my visit only for the purpose for which the visa has been sought and shall not, on arrival in India, try to obtain employment or set up business or to extend my stay for any other purpose. I declare that the information given above is true, accurate and complete.

Date : Signature of **APPLICANT**:

VISA APPLICATION FORM PAGE 2

**EMBASSY OF INDIA
BRUSSELS**

SURNAME OF APPLICANT :.....
GIVEN NAME/S.....
DATE OF BIRTH :.....**PLACE OF BIRTH :**.....
NATIONALITY:.....**PREVIOUS NATIONALITY**.....
PASSPORT NO.:.....**DATE ISSUED:**.....
PLACE OF ISSUE :.....**VALID UPTO:**.....
PROFESSION:.....**DESIGNATION**.....
OFFICE ADDRESS:.....**TEL**.....
HOME ADDRESS:.....**TEL**.....
SURNAME OF FATHER:.....
FATHER'S GIVEN NAME/S.....
ADDRESS OF STAY IN INDIA :.....
.....**TEL**.....
PURPOSE OF VISIT:.....

FOR OFFICIAL USE ONLY :

VISA NUMBER:.....
DATE OF ISSUE.....
DURATION OF STAY : ... DAYS/ 3 MONTHS / 6MONTHS / 1 YEAR/

Signature of Issuing Authority
Embassy of India, Brussels