

**Checklist for Entry Visa Applications**  
**(For Employee's Accompanying Family Members)**  
 入境签证（工作人员家属探亲签证）

Name: _____ (姓名) Passport Number: _____ (护照号)	Purpose of Visit: _____ (访问目的) Duration of stay: _____ (逗留期)		
	Yes 有	Remark 备注	For official use: doc present 官方使用
1. Hard copy of the completed and signed on-line application form. (Signature on application form and passport should be the same) 完整填写并由申请人本人签名的在线申请表。（护照与申请表签名需一致）			
2. Proforma for Entry Visa. 入境签证的附加表格。			
3. Correct fee. 费用正确。			
4. Two appropriate photos. (2*2 inch /5*5cm with white background. Photo should be clear, scanned photo is not acceptable). 2张照片。（白色背景，2*2英寸/5*5厘米，不接受使用扫描或不清晰的照片）			
5. Passport copy of the data page(X2) and last page (with signature) and any special endorsement, Resident permit/Work permit/Chinese Visa (in case of foreign nationals). Signature on the passport only with ink is acceptable. 护照复印件：首页两份、尾页(含签名)及其它备注各一份；外国人提供居留或工作许可或中国签证页复印件。必须使用墨水笔在护照上签名。			
6. ID card (copy of both sides). 身份证复印件(正反面)。			
7. Document of proof of relationship with employee. 证明与雇员关系的材料。			
8. Sponsorship letter from the employer. 雇主的担保函。			
9. Copy of employee's passport and employment visa granted to employee. 雇员工作签证及护照的复印件。			

The applicant has submitted the supporting documents above and is aware that application documents will be assessed by the Visa Section at the Consulate General of India. The issue of visa/duration/entries to be granted is sole discretion of the Consulate. Visa Application Centre plays no part in decision making process of visa application.  
 申请人已经递交了上述文件，并了解签证决定权在领事馆，签证申请中心无权干预签证审批结果。

VISA Fee (签证费)		NAME OF TRAVEL AGENT 代理名称	
Service Fee (服务费)		ADDRESS 地址	
Courier Fee(If any) 快递费 (如选)		TEL 电话	
Other Fees (其他费用)			

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 Signature of Inquiry Officer / 资料审核员签名

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 Date / 日期

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 Applicant's Signature / 申请人签名