



High Commission of India

1, Pandit Nehru Road, P.O. Box 32111,
Lusaka (Zambia)
Tel. 253159 Fax 254118
Email: hc@india.zm

Checked

For office use only (Not to be filled in by the applicant)

1. Visa No.
2. Visa Type
3. No. of entries
4. Date of issue
5. Date of expiry
6. Receipt No.

Visa Application Form

(Applicants please note the following)

- Photos: Please enclose two passport size photographs with visa application.
- Please tender exact cash.
- Serviced passports are delivered between 15:00-16:00hrs.
- Validity of visa starts from the date of issue.
- Registration: Foreigners coming to India to stay for more than six months are required to register with FOREIGNERS REGIONAL REGISTRATION OFFICE (FRRO) concerned within fourteen days of their arrival in India.
- Yellow Fever vaccination certificate is required for entry in India.
- This form may be freely duplicated.

1. Full Name: Last / Surname: _____

First Name: _____

Middle Name: _____

2. Last name at birth (if different): _____

3. Marital Status: (Married/Unmarried): _____

4. If married give maiden name: _____

5. Date of Birth: _____ Sex: Male/Female: _____

6. Place of Birth: _____ Current Nationality: _____

Photograph

25. Purpose of journey (Give details) _____
26. Are you traveling on behalf of a company? Yes _____ No _____
 If yes, give name, address, telephone/email address of company and enclose a sponsorship letter: _____

27. Expected date of departure from Zambia/Malawi _____
28. Expected date of arrival in India _____
29. Port of arrival in India _____
30. Are any children included in your passport accompanying you? Yes _____ No _____
 If yes, give details, Full name, date of birth. Sex of the children
 a) _____
 b) _____
31. Name and full address and telephone of two references.
 a) Zambia/Malawi 1. _____

 2. _____

32. Name and full address and telephone of two references or place where you are going to stay or the business contacts in India.
 i) _____

 ii) _____

I, _____ hereby undertake that I shall utilise my visit to India for the purpose for which the visa has been applied for and shall not on arrival in India, try to obtain employment or set up a business or extend my stay for any purpose. I fully understand that if any of the particulars furnished above are found to have been withheld, the visa is liable to be cancelled at any time.

Signature of applicant: _____

Date _____

INSTRUCTIONS FOR VISA APPLICANTS

I. Requirements for Visa Application

1. Application form for visa duly filled in. Special forms have to be filled by citizens of Pakistan (4 copies with 5 photos) and Bangladesh (2 copies with 3 photos).
2. Passports in original valid for a minimum of six months beyond date of intended departure from India should accompany visa applications.
3. Two photos – one photo pasted and another stapled on the form – to be submitted.
4. Yellow fever vaccination certificate.

Specific additional requirements, if any, are mentioned in the section on different types of visas.

Applicants holding other than Zambian passports should submit proof of long term stay (at least three years)/Entry Permit in Zambia to expedite issuance of visa.

For Applicants, who do not normally stay in Zambia, references have to be made to their country of residence for which an additional fee is applicable and will involve five to seven working days processing time after receipt of application. Please refrain from making inquiries about the status of such applications during this time.

Chinese, Pakistani, Bangladeshi and Sri Lankan nationals who are not permanent residents of Zambia have to apply for visa in the country of their residence. Application from Pakistani/Pakistani origin passport holders may take about three months to process. Application of Chinese nationals may take one to three months time to process depending on the purpose of the visit. Bangladesh and Sri Lankan passports will take 7 working days to process. **Please note that the above time schedule is only an estimation. In some cases it may be more.**

A reference fee is also applicable to nationals of all these countries.

Visas are issued valid from the date of issue, for period applied for by the applicant. It is the responsibility of the applicant to apply in time and for validity as per their requirement. Visas once issued cannot be changed into another type of visa.

TRANSFER OF VISAS from an expired passport to the new passport, application can be made in the usual application form alongwith two photos and the required fees.

II. Types of Visas Available:

TOURIST VISA: Tourist Visas valid for six month are available.

ENTRY VISA: Valid for six months to one year stay with multiple entries for legitimate purposes only. Five year long term stay visas are available only for Zambian citizens of Indian origin. The five year entry visa allows the holder to stay in India for upto five years after they have registered themselves with the authorities in India. This visa is advisable for people who intend to live in India on a long term basis and for more than six months at a time.

BUSINESS VISA: valid for six months and one year with multiple entries. A letter from sponsoring organization indicating the nature of applicant's business, probable duration of stay, places and organizations to be visited incorporating therein a guarantee to meet maintenance expenses, etc. may accompany the application.

STUDENT VISA: Depending upon the duration of the course, multiple entry student visas for bonafide students to pursue regular studies at recognized institution in India are available. Visa is valid for upto five years or the duration of the course whichever is less. A letter confirming admission from such an institution alongwith evidence of financial arrangements for stay in India should accompany the application. In case of admission in medical or para-medical courses in India, a letter of approval or No Objection Certificate from ministry of Health, Government of India, New Delhi, is mandatory. Likewise for admission in graduate or post-graduate courses in Engineering or Technical Institutions in India, a letter of approval or a No Objection from Ministry of Human Resources Development (Dept. of Education), Government of India, New Delhi, should be submitted.

For research purposes detailed synopsis of the research project, countersigned by the sponsoring institution in India should be submitted. Processing of applications for research may take about three months.

TRANSIT VISA: Valid for single/double entry for short stop over for travelling to a third country is available. Confirmed onward tickets must accompany the applications.

MISSIONARIES: Valid for single entry and duration as permitted by the Government of India. A letter in triplicate, from sponsoring organization indicating intended destination in India, probable length of stay, and nature of duties to be discharged should be submitted along with guarantee for applicant's maintenance while in India.

Note: Processing of applications for missionaries may take up to three months.

EMPLOYMENT VISA: Employment visas are initially issued for one year stay. A copy of the contract with the employer has to be enclosed. Kindly note that Employment Visa is given only for jobs that require very high level of skills and expertise. This can be extended by Foreigners Regional Registration Office in India, if the job contract continues. Spouses and children are granted co-terminus entry visas on request.

CONFERENCE VISA: Letter of invitation from the organizer of the conference and approvals of Indian authorities are to be submitted along with the visa application.

For visit to Restricted or Protected Areas, a separate form (in triplicate) is to be filled in along with three photos. Processing of this application will take at least two months.

Visa Fees: All fees should be paid in cash.

Nationals of following countries are granted visa GRATIS: Afghanistan, Argentina, Bangladesh, Jamaica, Maldives, Mauritius, Mongolia, DPRK (North Korea), Poland, South Africa, Slovak Republic, Uruguay and Tibetan refugees holding Indian Identity Certificates.

NO REFUNDS: Visa fee once received cannot be refunded, even if the application is withdrawn, visa is refused or the type of visa applied for has not been granted.

III. RECEIPT & DELIVERY OF PASSPORTS

Applications are received at the counter between 0930hrs and 1300hrs. Passports with valid visas affixed can be collected at the counter only between 1500hrs to 1600hrs. Both passports and visas must be checked immediately on receipt and any error in details entered on visas pointed out immediately.

IV. GENERAL

Incomplete/false information: Application forms should be filled in fully, legibly and accurately and submitted with passport. Misrepresentation of facts may result in denial of visa. Application received with incomplete details would remain unprocessed.

NOTE:

1. The above instructions are subject to change from time to time. Please write to or telephone to the High Commission of India (Tel.253159, Fax 254118, email: cons.lusaka@mea.gov.in) for updated information.

AFFIDAVIT
(To be notarized)

I _____ son/daughter/
wife/husband of _____
Born in _____ on _____ presently
citizen of _____ (name of the country) holding
passport No. _____ issued at _____ on
_____ do hereby solemnly affirm that

- a) I am a Person of Indian origin.
- b) I have been/not been citizen of Afganistan, Bangladesh, China, Pakistan and Sri Lanka.
- c) Neither my spouse, parents nor grandparents, nor great grandparents were at any time citizens of any of the aforesaid excluded countries.

(Signature)
Date: