

CHECKLIST OF WORK VISA

Please Note:

- Work visa is granted for employment in India to individuals who meet the following conditions:

Those who are highly skilled and qualified professionals, and

Those who are being employed or appointed by: An Indian company, organization, industry, or undertaking, or A foreign company, firm, or organization executing a project in India.

- Application for Work Visa should be made at least four weeks before the planned date of travel.
- Work Visa will not be granted to foreigners for jobs for which qualified Indians are available. Work Visa will also not be granted for routine, ordinary or secretarial/clerical jobs.
- Foreign nationals who are promoters or majority shareholders of a company must apply for a Business Visa and not an Employment Visa.
- Change of employer is not allowed except in certain conditions and subject to approval of the concerned FRRO. If the foreign national desires to change the employment to another company/organization, he/she will have to leave the country and apply for a fresh Work Visa.
- Change of location may be permitted by the concerned FRRO provided that the employer does not change.
- A Work Visa holder must comply with all legal requirements like payment of taxes etc.
- One of the conditions for obtaining a work visa for employment in India is the minimum gross salary threshold i.e. INR 16.25 lakhs per annum (except in certain cases). This threshold is set at minimum of INR 3.50 lakhs per annum for Persons of Indian origin and spouse/children of an Indian citizen/Person of Indian Origin/OCI cardholder (other than those who are themselves registered as OCI cardholder)
- Fees once paid will NOT be refunded.

- Consulate reserves the right to deny visa to the applicant without assigning any reason.

LIST OF DOCUMENTS REQUIRED FOR A WORK VISA

1. Original foreign passport valid for a minimum of 6 months and having at least 3 blank visa pages.
2. A photocopy of the data page of the passport.
3. Two recent colour photographs (dimensions: 5X5 cm), with white background.
4. An Indian visa application form filled online: The application form for Regular/Paper visa can be found on the official website www.indianvisaonline.gov.in Your signature on the form should match the signature on your passport.
5. Proof of employment/copy of contract or engagement by the company/firm/organization in India.
6. Documentary proof of educational qualifications and professional expertise.
7. Proof of residency status
8. The above listed documents and rules are only indicative. Consulate may contact the applicants for any additional documents that may be required to process the application. Please use a valid and working email ID and telephone number.
9. Visa services depend on several factors including residency of the applicant. The Consulate General of India in Reunion Island reserves the right to take the final decision on any application which will be binding on the applicant.