

CANADA DOCUMENT CHECKLIST FOR A TOURIST VISA

PLEASE ATTACH A COPY OF THE CHECKLIST WITH EACH APPLICATION AND CHECK MARK ALL THE REQUIREMENTS BELOW THAT ARE COMPLIED WITH. SIGN AT THE END OF EACH PAGE OF THE CHECKLIST.

PLEASE NOTE

- THE CONSULATE RESERVES THE RIGHT TO CALL FOR ADDITIONAL DOCUMENTS, AS CONSIDERED NECESSARY.
- PLEASE BE ADVISED THAT THIS IS NOT AN E-TOURIST VISA APPLICATION.
- A Tourist visa can be applied for up to 1 year and is valid from the date of issue. The duration of the Visa is subject to the discretion of the Consulate General of India.
- Please check the 'Sample Form' available on www.blsindia-canada.com for guidance on filling up your application.
- Ensure that you apply for a Visa at least 2 weeks before your flight arrangements for Canadian passport holders only. (Processing times differ for Non-Canadian passport and Canadian travel document holders).
- Applicant must visit BLS center in person as Biometrics is mandatory for over 1 year duration Visas (this applies to applicants from 12 years to 70 years of age)

Entry to BLS International Services Canada Inc., Indian Visa Application Centers (VAC):

1. Due to the limited size of VACs, attorneys (those accompanying applicants), relatives, drivers, or friends are not allowed in the VAC.
2. An applicant may however, bring one person to assist him/her if he or she is elderly, disabled, or a minor child.
3. Applicants should bear in mind that they may stand outside the facilities for their turn, please dress according to weather conditions on the day of your visit.
4. If you cannot visit the VAC, it is recommended that you use the postal service to submit your application. Alternatively, to book a pickup and/or drop via FedEx, visit <http://www.blsindia-canada.com/vas/>

ONLINE APPLICATION FORM: - Application must be completed and submitted online by visiting: <http://indianvisaonline.gov.in/visa/> and selecting 'Regular Visa Application.' - Be sure to select the correct Indian mission based on the place where you reside in Canada, and the mission's jurisdiction. - Mission jurisdiction can be viewed at: <http://www.blsindia-canada.com/touristvisa.php> - Please note: Online applications are only accepted if filled out in the current year. - Please fill the online application form as per your passport. After submission online, no changes can be made. In case of an error, please fill a new online application form. Please note: BLS International employees cannot edit or make any changes to your online application form. - Please note: You may be called for an interview or may require a pre-approval from the Consulate General of India, Toronto.

PHOTOGRAPH SPECIFICATIONS:

- One photo of size 51mm x 51 mm. Paste this on Page 1 of the application form, below your signature. (It is not compulsory to upload your photograph online, unless you are applying for an E-Tourist Visa).
- Photo must be compliant with specifications; refer to: http://www.blsindiacanada.com/photo_spec.php.

SIGNATURE INSTRUCTIONS:

- Sign on Page 1, inside the box, below your photo and on page 2. Signature must match with your current passport.
- **Minor Applicants (Below 18 Years):** (For further documentation for minors, please refer to page 2)
 - o If a minor cannot sign, using only black or blue ink, apply left hand thumb impression for boys & right for girls on Pages 1 & 2.
 - o Both parents must also sign below the applicant's signature on Page 2 only.

DOCUMENTS

Provide photocopies, unless otherwise stated, of the below documents on A4 size paper. If applying in person at a BLS Center, you are also requested to carry the originals of the photocopies provided for verification purposes only.

Canadian/Foreign Passport (Original and photocopies)

- Must be valid for at least 190 days.
- Must have at least two blank/unstamped pages.

Please follow this section for persons who are/were of Tibetan Origin, Sri –Lankan origin:

- For previous/ current Tibetan origin nationals, please submit a copy of your Tibetan ID proof along with your application
- ‘Sri-Lankan form’ to be filled up by both -former and current Sri-Lankan born nationals.
http://www.blsindiacanada.com/forms/HCI-CGI_SRI%20LANKAN%20REFERENCE%20FORM.pdf

Additional documents for NON-CANADIAN / FOREIGN PASSPORT& CANADIAN TRAVEL

DOCUMENT HOLDERS: -‘Non-Canadian form’. Please visit - http://www.blsindiacanada.com/forms/HCICGI_Addition%20reference%20form%20for%20NonCanadian%20National.pdf

- Proof of work status in Canada: PR Card, Work Permit or Student Permit (The latter two must be valid for at least 6 months).
- Proof of address in Canada – Bank Statement or Utility Bill (6 months old or less) or Driver’s license
- Copy of your photo ID page of your Canadian travel document

Additional documents for MINOR applicants (Below 18 Years):

- Valid passport copies of both parents.
- Minor Consent Form – duly completed and signed by both parents. This can be obtained from https://www.blsindiacanada.com/forms/HCI-CGI_Minor%20consent%20form.pdf
- Statement of Live Birth Certificate reflecting both parent’s names

For Minor travelling without parents, please provide;

- Notarized Affidavit indicating their consent to travel. Both parents need to sign on the affidavit.
- Passport photocopy of the person travelling with the minor.

If either parent is out of the country, please provide the following additional documents;

- Notarized Affidavit indicating consent given to spouse to travel with minor.

- Notarized passport photocopy in original of the parent who is abroad. This can be obtained from Notary Public.

If either parent is divorced, Divorce Certificate and Court Custody papers are required (specifically mentioning the clause that indicates which parent has custody & consent to make travel arrangements for the child).

Proof of address in Canada:

- Driver's License, Ontario ID card, Utility Bill (must be less than 6 months old).
- For minor applicants, address proof can be provided by one parent

FEES:

Refer to fee schedule at: <http://www.blsindia-canada.com/touristvisa.php>

For Mail In / Postal Applications:

- Enclose a certified cheque, in favor of 'BLS International Services Canada Inc.' to include:
 - o HCI/CGI Visa Fee
 - o ICWF Consular Surcharge Fee
- Enclose a separate certified cheque, in favor of 'BLS International Services Canada Inc.' to include:
 - o BLS Processing Fee
 - o Add: Return Courier charges

For Walk In Applicants: Payment can be accepted by cash or debit card only

The above guidelines are defined by the High Commission of India, Canada, for consular services for India, and must be strictly followed. The High Commission of India, Canada Information and Application Centre will not accept applications which do not meet above guidelines. They also reserve the right to ask for a personal interview. BLS International Services Canada Inc. have no say on whether you will be granted a visa/passport/PIO card/OCI card for India, as this is entirely the prerogative of the High Commission of India, Canada. The Mission may also request for additional documentation at anytime during or after the submission of the application.

Undertaking: I certify that my documents are arranged in the order given at the Checklist above. I have been informed that any insufficiency in documentation as mentioned in the Checklist may lead to a delay in the processing/rejection of my application.

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