

VOLUNTEER VISA – Checklist



Applicant's Name		Submission officer	
Passport number		Date	DD – MM – YYYY

The following persons may accompany an applicant during his or her visit to the Visa Application Center (VAC):

Special Needs Assistants: An applicant may bring one person to assist him if he or she is an elderly, disabled or a minor child.

The following persons will NOT be allowed into the VAC premises:

Attorneys: An applicant may NOT be accompanied by his or her attorney(s).

Drivers, friends, extra relatives, and others not specifically named above will NOT be permitted to enter.

Due to the limited size of the (VAC) waiting rooms, the high volume of visa applicants, and the time required to process application, other accompanying persons cannot and will not be admitted to the (VAC).

Appointment: It is recommended to secure an appointment for your visit to the application centre. Kindly visit <http://www.blsindia-canada.com/bookappointment.php> to book an appointment.

For those who cannot visit the application centre it is recommended to use the postal service to submit their applications.

Alternatively visit <http://www.blsindia-canada.com/vas/> to book a pickup and/or drop via FedEx.



Tick Mark requirements that are complied with and **signed by applicant at bottom of page.**

Kindly use blue or black ink ONLY on application form and checklist.

<input type="checkbox"/>	<p>Online application form - http://www.indianvisaonline.gov.in/visa/indianVisaReg.jsp</p> <ul style="list-style-type: none"> - Select your Indian mission jurisdiction as per your current location and visa type Details of mission jurisdiction are available on http://www.blsindia-canada.com/volunteervisa.php - Complete form online, print and sign on 1st and 2nd page <p>Minor applicants (18 years and below)</p> <ul style="list-style-type: none"> - Signature or thumb impression of minor required on 1st and 2nd page - Signature of both parents required on 2nd page below minor's signatures and should match supporting passport copy
<input type="checkbox"/>	<p>Photograph - Specifications can be referred at http://www.blsindia-canada.com/photo_spec.php</p> <ul style="list-style-type: none"> - Size 51mm X 51mm - Quantity 1 no.s - Background White
<input type="checkbox"/>	<p>Passport</p> <ul style="list-style-type: none"> - Minimum validity of 190 days - 2 blank/unstamped pages - Canadian Passport: Page 3 of the Passport should have signature of the passport holder
<input type="checkbox"/>	<p>Previous Indian nationality applying for visa for the first time</p> <ul style="list-style-type: none"> - Landing paper - Cancelled Indian passport + Surrender of Indian nationality certificate
<input type="checkbox"/>	<p>Non-Canadian Passport holder</p> <ul style="list-style-type: none"> - Completed and signed 'Additional form for Non-Canadian Nationals' along with document proof of status in Canada (Permanent Resident card/Work Permit) Download at http://www.blsindia-canada.com/volunteervisa.php
<input type="checkbox"/>	<p>Sri Lankan Nationals/Origin</p> <ul style="list-style-type: none"> - Sri Lankan Passport holders MUST submit a photocopy of a current Photo ID & Address proof along with document proof of status in Canada (Permanent Resident card/Work Permit) - Completed and signed 'Additional form for Sri Lankan Nationals/Origin' Download at http://www.blsindia-canada.com/volunteervisa.php

Signature _____

Checklist for Ottawa jurisdiction only.

VOLUNTEER VISA – Checklist



Applicant's Name		Submission officer	
Passport number		Date	DD – MM – YYYY

<input type="checkbox"/>	<ul style="list-style-type: none"> - Letter of invitation from the organizer of the volunteering institutes confirming the Government registration number and mentioning dates and places of activity - Proof of registration/incorporation of the organization with the Government of India - Profile/Background information relating the NGO - Evidence of financial arrangements made for maintenance in India - A copy of applicant's Resume - A letter from the applicant's company / organization in Canada stating credentials of the applicant
<input type="checkbox"/>	<p>Proof of Address (Photocopy)</p> <ul style="list-style-type: none"> - Driving License/Bank Statement/Utility Bill/Rent Agreement
<input type="checkbox"/>	<p>Payment of fees</p> <ul style="list-style-type: none"> - Mail In applications must enclose a bank draft or money order in favor of 'BLS International Service Canada Inc.' Fees should include: HCI/CGI fees + Consular Surcharge + BLS Processing fee + Return Courier charges + Taxes. Refer http://www.blsindia-canada.com/volunteervisa.php for updated fees. - Walk In applicants can pay in cash or by debit card at the application centre.
<input type="checkbox"/>	<p>Documents arranged as per the above checklist along with this checklist.</p> <p>Any additional documents _____</p>
<p>Which all center can apply for Visa & surrender / OCI & surrender / PIO & Surrender together.</p> <p>Only Visa and Surrender can be applied Simultaneously</p>	

I have been informed and advised that the insufficient documentation mentioned in checklist may lead to a delay in the processing of visa application. However, I insist to proceed with my application. The above guidelines are defined by High commission of India, Canada and must be strictly followed. The High Commission of India, Canada reserves the right to ask for a Personal Interview or Additional Documents. The High Commission of India, Canada Information and Application Center will not accept visa applications which do not meet above specified guidelines. The documents must be arranged in the order given above BLS International have no say on whether you will be granted a visa, as this is entirely the prerogative of The High Commission of India, Canada. The Indian Mission Consular may request for additional documentation anytime during or after the submission of the application.

Signature _____

Checklist for Ottawa jurisdiction only.