

CHECKLIST

For submission of Visa application

Application for Film Visa

Sl. No.	Documents	To be Verified by applicant	Verification by Counter official
(a)	Checklist		
(b)	Online Application Form		
(c)	Canadian/Foreign passport* (Original and Copy)		
(d)	Proof of Address (Original and Copy)		
(e)	Photograph		
(f)	Pre-approval from PIC Wing of High Commission / Consulate		
(g)	Permission / Clearance of Ministry of Information & Broadcasting, Govt. of India for shooting film in India		
(h)	Letter from Film Production Company/organization for issue of Visa		

Note:

1. **For details about the above, please see the Information Booklet**, enclosed with this document. Please go through all the details mentioned in the Checklist, Information Booklet and application form carefully before submitting application.
2. **Please enclose the applicable Checklist page with visa application.**
3. In case required, more documents can be asked by the High Commission.
4. While submitting application, please keep the documents with the application form as per the above serial order. The Information Booklet is not required to be enclosed.
5. The fee amount, mode of payment of fee can be checked from BLS website. Fee once paid will not be returned in any case.

Details to be filled by the applicant

Name of the Applicant	
File No. [CAN... No.]	
BLS Center	
Date	

I have gone through the requirements and specifications mentioned in the checklist and Information booklet with respect to submission of my above application. I am aware that in case any discrepancy is found or any of the documents/conditions are not found as per prescribed parameters, my application may be rejected and fee will not be returned.

(Signature of the applicant)

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Verified by	
Signature	
Date	

Information Booklet for Visa application submission

(b) Online Application Form:

- (i) The online application for Visa must be completed and submitted online. The form can be filled up and submitted online at the below link: <https://indianvisaonline.gov.in>
- (ii) While filling up the Visa form please select the type of Visa correctly e.g., Entry Visa, Business Visa, Employment visa, etc.
- (iii) A step-wise process for filling up online Visa application can be seen at the below link:
https://www.hciottawa.gov.in/pdf/Step_wise_process_for_visa_application.pdf
- (iv) Must select the correct Indian High Commission / Consulate, based on the place where you reside in Canada and the Consular jurisdiction of the Indian High Commission / Consulate. The consular jurisdiction can be viewed at: <https://www.blsindia-canada.com/usefullinks.php>
- (v) All the personal particulars / data entries of the Visa application should match with the current Passport. In the online visa application column about 'Place of Issue' of Passport, please mention the place / Issuing Authority from where your Passport has been issued, as printed on your Passport.
- (vi) After online submission of the application form, no changes can be made manually / handwritten. In case of any error / changes, please fill a fresh new online application form and use that for further submission to BLS.**
- (vii) The application form is to be signed by the visa applicant. The signature should match with the signature in the passport and other documents. In the case of a minor, both the parents are required to sign the visa application. If parents are separated, please enclose a copy of the court order having a mention about the custody of the child.

Please note:

- (a) BLS International Employees cannot edit or make any changes to your online application form.
- (b) High Commission of India, Ottawa; Consulate General of India, Toronto / Vancouver reserves the right to call for additional documents, as considered necessary.

(c) Canadian/Foreign passport (Original and copy) (duly self-attested)

Please enclose copy of photo page of your Canadian/Foreign Passport having photograph and details of your passport. Original Passport is required to be enclosed with the application, it will be sent back, once the visa has been issued. Please ensure that the passport is valid for a minimum 6 months or more at the time of obtaining visa as well as travel.

In case of **Foreign passport** i.e., other than Canadian, please provide the following two additional documents:

- (i) Status in Canada (PR / Work Permit / Study Permit / Visa)
- (ii) Additional form as per link below

<https://blsindia-canada.com/forms/non-canadian-form.pdf>

(d) Proof of address in Canada

Please enclose any one of the following document as proof of your present address:

- (i) Driving License
- (ii) Photo ID issued by the Ontario Government
- (iii) Utility Bills (like; electricity/water/hydro/phone/internet etc)-must be of recent month.

Note: Address proof must match with the address provided in the application form.

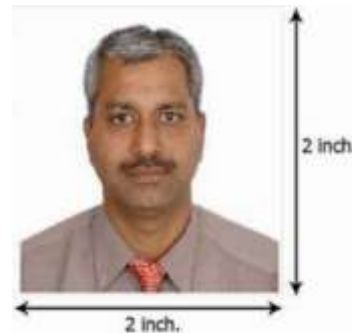
(e) Photograph

One color photo as per below specification is required to be uploaded online with the visa application. Photograph uploaded online must be the same as the one pasted on the physical copy of visa application:

- (i) Size – 2 inch x 2 inch(51 mm x 51 mm)
- (ii) Background –Background should be plain white color without borders
- (iii) Clothes – Dark colour
- (iv) Eyes – Open

Please see the below link for the correctness of the Photograph. Cross check each and every example to confirm if it is matching with the required parameter of the Photograph.

https://www.hciottawa.gov.in/pdf/Photo_Specification.pdf



(f) Pre-approval from PIC Wing of High Commission of India, Ottawa

Before submission of the Film Visa application, the applicant is required to seek pre-approval from the PIC Wing of the respective High Commission / Consulate General of India, Ottawa for submission of Film Visa application. The applicant is required to provide all the information and document related to their purpose for visit to India, elaborating the details of filming in India to respective PIC Wing (pic.ottawa@mea.gov.in / culture.toronto@mea.gov.in / cul.vancouver@mea.gov.in).

The Visa application to be submitted with the letter having prior-approval / clearance issued by Press, Information and Culture (PIC), Wing of the High Commission of India, Ottawa.

(g) Permission of Govt. of India for shooting film in India

Foreign nationals coming for shooting of a feature film/ reality TV & Web Shows/ Series, Commercial TV Serials/ Shows and Web Shows/ Series in India is required to approach Ministry of Information and Broadcasting, Government of India, New Delhi for seeking permission for shooting in India. Email: ffo@nfdcindia.com of Ministry of Information and Broadcasting (<https://www.mib.gov.in/filmfilm-facilitation-office>).

The details regarding this can be seen at the link below :

<https://ffo.gov.in/en/permissions/film-visa>

The Permission letter of Ministry of Information and Broadcasting, Govt. of India is required to be enclosed with the Visa application.

(h) Letter from Film Production Company/organization for issue of Visa

A letter from the Film Production Company / Media organization is required to be enclosed for issue of visa to the applicant.
