



SMOOTH MIGRATION:

INDIAN VISA

Last Updated: August 2010

Client Contact Form

Please return this form with the Completed and Signed Application form, Passport, Photos, All Other Application Documents and Payment. Drop-Off in person or send the envelope by Royal Mail Special Delivery (guaranteed next day delivery) to: Nexus Visas, 9 - 13 Fulham High Street, London, SW6 3JH

Where did you hear of Smooth Migration?.....

First Name: _____ Address: _____
 Last Name: _____
 Nationality: _____
 Home Phone: _____ Email: _____
 Work Phone: _____ Date of Birth: _____
 Mobile Phone: _____ You're Profession: _____

Your destination: _____ Passport Number: _____
 When are you travelling: _____ UK Visa Type: _____
 How would you like your passport back? UK Visa Expiry: _____
 Collect it from our offices? _____
 Special delivery (£6 Extra): _____
 Delivery address (if different than above): _____

**Please make sure you have all the relevant documents.
 Tick them off and place them in the order as listed below, in your envelope, before posting.**

Application form (PLEASE make sure it is signed)	
Passport: valid at least 6 months, in good condition with one completely blank page to put the visa on. Non-UK passport holders or holders of UK passports which have been issued outside the UK are required to prove 1 year's residence in UK otherwise the visa will be referred to the authorities in India and there will be a delay and additional fee. An employer's letter where the applicant has been in the same employment in the UK for more than 1 year is generally acceptable proof or utility bill or bank statement going back 1 year.	
Two: colour passport-sized PHOTOGRAPH	
Business Visa: a letter from your UK employer (ORIGINAL) confirming they are sending you on business/to a conference, who the business/conference is with, exact nature of the business/conference, the dates and that they are taking financial responsibility for you PLUS AN INVITATION from the HOST ORGANISATION IN INDIA with the dates they are inviting you and exact details of what you will be doing there (fax acceptable).	
Marriage Certificate and spouse passport if applicable	

Please sign: _____ Date: _____

FOR OFFICE USE ONLY	
Date Received:	Receipt Number:
Amount Paid:	Paid By: Cash / Cheque / Transfer