



### Traveler data / Angaben zum Reisenden

Country to Visit/Reiseland \*

Number of Entries/Anzahl Einreisen \*

Business - Tourist - Technical \*

Last Name/Nachname \*

First Name/Vorname \*

Nationality \*

Email \*

Phone / Telefon \*

### Assistant data / Angaben AssistentIn

Last Name/Nachname

First Name/Vorname

Email

Phone / Telefon

Cell phone/Handy

### Billing address / Rechnungsadresse

Company / Firmenname \*

Attention of / z.Hd. \*

Exact address / Genaue Adresse \*

PO-Number/Cost Center/Auftragsnummer/Kostenstelle

### Passport return address / Rückversandadr. Pass

Company / Firmenname

Attention of / z.Hd.

Exact address / Genaue Adresse

Return address for passport/Rücksendung Pass \*

Send Passport to Billing address/Passversand wie Rechnungsadresse

*For administrative reasons we require credit card payment for private persons.*

*Aus administrativen Gründen verlangen wir Kreditkartenzahlung bei Privatpersonen.*

Payment/Zahlung \*

- Invoice/Rechnung
- Credit Card

Credit Card Number with Expiry Date MM/YY

Number

Expiry Date

Date of request / Datum des Auftrags

Return my passport until: / Pass zurück bis:

### Required Shipping / Gewünschte Versandart:

Swiss Post Registered A-Post next working day (Monday-Friday) - CHF 9,00

DHL Courier Standard next working day (Monday-Friday) - CHF 18,50

Courier SAME DAY - price on request

Swiss Post Registered EXPRESS next day (Monday-Saturday) - CHF 22,00

DHL Courier Rapid next working day (Monday-Friday) - CHF 23,50

Courier international - price on request



# Consular Service Fly

Visa and Consular Service  
Bern - Geneva

## Required documents: India - Business regular paper visa

**Validity of Visa:**  
1 year

**Max. Duration of stay:**  
180 days

**Permitted entries:**  
multiple

- Our Visa Request Form
- Application form      Online application form - you can fill out the application yourself online or fill out the easier questionnaire and leave it to us to fill out the online application form.  
  
-> Link online application form    <https://indianvisaonline.gov.in/visa/index.html>  
    (print out and send to us)
- Original passport, valid at least 6 months beyond return date
- If non-Swiss - Copy Swiss residence permit B or C
- 2 passport photos 5 x 5 cm - good quality, colored, white background, not older than 4 months (The photos can also be sent to us digitally in jpg format + CHF 10/photo)
- Flight ticket
- Invitation letter: With company stamp, signature, indication of place of activity - Copy/scan sufficient (colored, good quality) - required language: english
- Employer's letter (letter of assignment with cost coverage and confirmation of employment) - Copy/scan sufficient (colored, good quality) - required language: english

**Submission procedure: The application/passport is submitted and collected by us. Personal appearance by the applicant is generally not necessary. Send us all necessary documents by swiss post registered letter to our P.O. Box address.**

Processing time standard application    1 working week

*Our service and responsibility is completed from the moment we post our documents at the Swiss Post or Courier Service. We are not liable for any delay or loss of documents posted on time.*

• [info@consular-service.ch](mailto:info@consular-service.ch) • [www.consular-service.ch](http://www.consular-service.ch) •

### Office Bern

Postadresse: Postfach 9008, 3001 Bern  
Domizil: Murtenstrasse 114, 3202 Frauenkappelen  
Tel. +41 (0) 31 888 80 80 - Fax +41 (0) 31 888 80 85

### Office Genève

Adresse postale: Case postale 1345, 1211 Genève 1  
Tel. +41 (0) 22 888 50 80 - Fax +41 (0) 22 888 50 85



# Consular Service Fly

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Bern - Geneva

Processing time express application not available

Processing time urgent application not available

## Comment/Remarks

Consular Service FLY

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## India Questionnaire / Indien Fragebogen

(incomplete Forms may lead to a delay of your application –  
Nicht vollständig ausgefüllte Formulare können die Beantragung verzögern)

<b>Name of Traveler/Name Reisender</b>							
<input type="radio"/> <b>Address/Adresse</b>							
<input type="radio"/> <b>Postal Code – City/PLZ – Ort</b>							
<input type="radio"/> <b>Phone/Telefon</b>							
<input type="radio"/> <b>Place and country of birth/Geburtsort und Geburtsland</b>							
<input type="radio"/> <b>Civil Status - Zivilstand</b>							
<b>Fathers name/Name des Vaters</b>							
<input type="radio"/> <b>Place of birth Father/Nationality Geburtsort Vater/Nationalität</b>							
<b>Mothers name/Name der Mutter</b>							
<input type="radio"/> <b>Place of birth Mother/Nationality Geburtsort Mutter/Nationalität</b>							
<b>Spouse Name/Name des Ehepartners</b>							
<input type="radio"/> <b>Place of birth spouse/Nationality Geburtsort Ehepartner/Nationalität</b>							
<b>Purpose of visit/Grund der Reise</b>	<table> <tr> <td>Business regular paper visa</td> <td>Tourist regular paper visa</td> </tr> <tr> <td>Technical/Employment Regular paper visa</td> <td></td> </tr> <tr> <td>eVisa Business</td> <td>eVisa Tourist</td> </tr> </table>	Business regular paper visa	Tourist regular paper visa	Technical/Employment Regular paper visa		eVisa Business	eVisa Tourist
Business regular paper visa	Tourist regular paper visa						
Technical/Employment Regular paper visa							
eVisa Business	eVisa Tourist						

<b>Date and port of arrival</b>	<b>Date:</b>	<b>Port:</b>
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<b>Employers name/Name des Arbeitgebers</b>	
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<input type="checkbox"/> Current occupation/Beschäftigung	
<input type="checkbox"/> Employer's address/Adresse Arbeitgeber	
<input type="checkbox"/> Employer's Phone / Telefon Arbeitgeber	

## Travel History:

Ever visited India? Indien bereits besucht?	yes/ja	no/nein
<input type="checkbox"/> Address last visit in India/Adresse des letzten Besuchs in Indien		
<input type="checkbox"/> Cities visited in India/Städte bereits besucht in Indien		
<input type="checkbox"/> Visa-Number of last India Visa/Visum-Nr. des letzten Indien Visa		
<input type="checkbox"/> Type of visa/Art des Visa		
<input type="checkbox"/> Place of Issue/Ausstellungsort Visa		
<input type="checkbox"/> Date of Issue/Datum der Ausstellung		
<input type="checkbox"/> Countries visited last 10 years/Besuchte Länder der letzten 10 Jahre		

## Address of your planned stay in India /Adresse des geplanten Aufenthaltes in Indien:

<input type="checkbox"/> Cities to visit/Städte welche Sie besuchen	
<input type="checkbox"/> Address/Adresse (Hotelname)	
<input type="checkbox"/> Phone/Telefon	

## Reference in parent country/Referenz Heimatland:

<input type="checkbox"/> Full name/Vollständiger Name	
<input type="checkbox"/> Address/Adresse	
<input type="checkbox"/> Phone/Telefon	

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Bern - Geneva

Only if Business/Nur falls Geschäftlich:

<input type="checkbox"/> <b>Employer s website/Arbeitgeber Website</b>	
<input type="checkbox"/> <b>Inviting company name/Name einladend.Firma</b>	
<input type="checkbox"/> <b>Inviting company address/Adresse einlad.Firma</b>	
<input type="checkbox"/> <b>Inviting company phone/Telefon einlad.Firma</b>	
<input type="checkbox"/> <b>Inviting company website/Website einlad.Firma</b>	

Only if Business/Nur falls Geschäftlich - Grund der Reise:

<p>Set up industrial/business venture</p> <p>Sale/Purchase Trade</p> <p>Attend Technical/Business meetings</p> <p>Recruit manpower</p> <p>Participation in exhibitions, business/trade fairs</p> <p>Expert in connection with ongoing project</p> <p>Conducting tours</p> <p>To deliver lecture under global initiative for academic networks</p>
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