

# Embassy of India

Effingerstrasse 45  
3008 Berne (Switzerland)



Tel. 031 382 31 11 + 41  
Fax 031 382 26 87

EMBASSY OF INDIA  
Kirchenfeldstrasse 28  
Postfach 406, 3000 BERNE 6  
Tel: 031-3511110 & 3511046  
Fax: 031-3511557

It is essential that visa fees are paid in advance into our Post Cheque Account No. 30-4418-9 and the original counterfoil of the receipt must be enclosed with the visa application.  
*Es ist erforderlich, dass Visum-Gebühren im voraus auf das Postcheckkonto Nr. 30-4418-9 einbezahlt werden, und der original Postabschnitt-Coupon muss dem Visumsantrag beigelegt werden.*

## Visa application / Visumantrag

If any of the particulars furnished below are found to be incorrect or if any information is found to have been withheld, the visa, if granted, is liable to be cancelled at any time.  
*Falls die nachstehenden Angaben als ungenau oder unvollständig befunden werden, kann das Visum – wenn erteilt – jederzeit als ungültig erklärt werden.*

Two copies of photographs  
(one to be pasted and one  
to be attached)

*Zwei Fotos  
(eine sollte angeklebt, die  
andere beigelegt werden)*

## Part A / Teil A

To be filled by all applicants for visa / *Alle Antragsteller sollten diesen Teil ausfüllen*

1. (a) Full name (in block letters) Mr/Mrs/Miss  
*Name und Vorname (in Blockschrift) Hr./Frau/Frl.* \_\_\_\_\_  
(b) Surname at birth (if different)  
*Name bei Geburt* \_\_\_\_\_
2. Whether the children accompanying the applicant are included in his/her passport. If so, give the following details:  
*Machen Sie die folgenden Angaben über die begleitenden Kinder, welche im Reisepass des Antragstellers einbezogen sind:*

Name	Place and date of birth	Sex
<i>Name</i>	<i>Geburtsort, Geburtsdatum</i>	<i>Geschlecht</i>
_____	_____	_____
_____	_____	_____
3. Address / *Adresse:*
  - (a) Permanent / *ständige* \_\_\_\_\_
  - (b) Present / *gegenwärtige* \_\_\_\_\_
  - (c) Telephone number / *Telefon-Nr.* \_\_\_\_\_
4. Place, date of birth / *Geburtsort, Geburtsdatum* \_\_\_\_\_
5. Present nationality / *Jetzige Staatsangehörigkeit* \_\_\_\_\_
6. Any other nationality, previous or present, with details:  
*Andere Staatsangehörigkeit (vorherige oder gegenwärtige) – geben Sie ausführliche Angaben:* \_\_\_\_\_
7. Type of stay permit (other than Swiss national, please enclose copy)  
*Kategorie der Aufenthaltsbewilligung (Kopie beilegen)* \_\_\_\_\_
8. Profession and occupation with address and telephone number  
*Beruf und Anstellung mit Adresse und Telefon-Nr.* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Passport or other travel documents / *Pässe oder andere Reisedokumente*
  - (a) Passport number / *Pass-Nr.* \_\_\_\_\_
  - (b) Place, date of issue / *Ausstellungsort, -datum* \_\_\_\_\_
  - (c) Date of expiry / *gültig bis* \_\_\_\_\_
10. Have you visited India previously, if so, indicate places with dates.  
*Falls Sie Indien schon besucht haben, machen Sie Angaben, Ort und Datum betreffend.* \_\_\_\_\_
11. Whether permission to visit India or to extend stay in India has been refused previously and if so, when?  
*Wurde die Besuchserlaubnis für Indien bzw. die Aufenthaltsverlängerung früher einmal verweigert? Wenn ja, wann?* \_\_\_\_\_

12. (a) Period for which visa is required and mode of transport to be used (with exact dates):

*Für welchen Zeitraum wird das Visum benötigt (mit genauen Daten)?  
Wie/mit was erreichen Sie Indien?*

- (b) Whether a single, double, triple or multiple entry visa is required?

*Wünschen Sie das Visum für ein, zwei, drei oder mehrmalige Einreisen?*

Note: Extension of transit visas which are valid for a fortnight, will not generally be granted.  
*Bemerkung: Verlängerung des Transitvisums, das für zwei Wochen gültig ist, wird üblicherweise nicht gestattet.*

13. Object of journey (please indicate in the box) / *Zweck der Reise (schreiben Sie bitte in den Rahmen):*  
Transit, tourism, business, education, any other / *Transit, Tourismus, Geschäftsreise, Ausbildung, andere*

- (a) Transit / *Transit*  
(Place(s)/country to be visited further)  
*(Ort(e)/Länder, welche der Antragsteller noch besuchen wird)*

- (b) Tourism / *Tourismus*  
(Place(s)/areas to be visited)  
*(Ort(e)/Gebiete, welche der Antragsteller besuchen wird)*

- (c) Business / *Geschäftlich*  
(Trade/project/scheme – brief description to be given)  
*(Handel/Projekt/Schema – kurze Beschreibung)*  
(Party, parties, persons to be contacted)  
*(Personen oder Firmen, mit welchen der Antragsteller Kontakt haben wird)*

- (d) Education / *Ausbildung*  
(Name and particulars of education/institutions)  
*(Name oder Angaben der Ausbildungsinstitutionen)*

- (e) Any other / *Andere Zwecke*

## Part B / Teil B

To be filled in by applicant not holding a national passport but only identity documents.  
*Der Antragsteller ohne gültigen Pass, aber im Besitze eines Identitätsausweises, soll diesen Teil ausfüllen.*

1. Whether holding valid «No objection to return endorsement» –  
if so, give particulars:  
*Steht in Ihrem Pass der Vermerk «Keine Einwendung gegen eine Rückreise»?  
Wenn ja – geben Sie ausführliche Angaben:*

2. State, town etc. of destination in India  
*Bestimmungsort in Indien (Staat, Stadt usw.)*

3. Port of landing in India  
*Landungshafen in Indien*

4. Names and addresses of persons who will furnish information as to applicant and also furnish financial guarantees for maintenance and repatriation if referred to:  
*Name und Adresse von Personen, die in der Lage sind, Auskünfte zu erteilen sowie in nötigen Fällen eine finanzielle Garantie für Unterhalt oder Rückreise des Antragstellers zu leisten:*

In country of the applicant / *im Herkunftsland*

(I) \_\_\_\_\_

(II) \_\_\_\_\_

In India / *in Indien*

(I) \_\_\_\_\_

(II) \_\_\_\_\_

## Part C / Teil C

Declaration / *Deklaration*

I \_\_\_\_\_ hereby undertake that I shall utilise my visit to India for the purpose for which the visa has been applied for and shall not, on arrival in India, try to obtain employment or set up business or to extend my stay for any other purpose.

*Ich \_\_\_\_\_ verpflichte mich hiermit, meinen Aufenthalt in Indien nur zu dem Zwecke, für den das Visum beantragt wurde, zu benutzen und bei Ankunft in Indien nicht zu versuchen, Arbeit aufzunehmen oder Handel zu treiben oder den Aufenthalt für irgendeinen anderen Zweck zu verlängern.*

Place/date  
*Ort/Datum* \_\_\_\_\_

Signature  
*Unterschrift* \_\_\_\_\_

# EMBASSY OF INDIA

Kirchenfeldstrasse 28, 3006 Berne, Switzerland.  
Tel: 031.351.11.10, 351.10.46  
Fax: 031.351.15.57, e-mail: [indiar@spectraweb.ch](mailto:indiar@spectraweb.ch)

## VISA FEE SCHEDULE AND INSTRUCTIONS (With effect from:20.11.2000)

(Applicable for applicants other than the categories mentioned in following paras)

Visa Type	Validity (w.e.f. date of issue)	Authorised period of stay	Maximum entries	Fees in SFr.
Transit	Entry within 3 months	Upto 15 days (for transit through India with confirmed ticket)	Single/ Double Entry	20.00
All kinds of visa other than transit including student visas	Up to 6 months	-	Multiple	75.00
	Up to 1 Year	-	Multiple	120.00
Student*	Depending upon period of studies from 1 year to 5 years which ever is less	Contact Embassy before applying and paying the visa fees.		135.00
Long-Term Visa*	Above 1 year and up to 5 years (for USA citizens up to 10 years)			235.00
For Restricted / Protected Areas permit (SIKKIM / ANDAMAN / NICOBAR etc.) In addition to the visa fee				Nil

**\*At the discretion of the Embassy as per procedures.**

Visa fee for *Pakistani* nationals (visitor/ bussiness visa) SF 5.00  
Visa fee for *SriLankan* nationals (Transit (15 days S/D), Business, Employment, Student (single entry) upto 6 months SF10.00

*USA citizens* will have to pay an additional amount of SFr. 40.00 as application fee.  
*Romanian* passport holders have to pay a service charge of SFr. 15.00 only (with no other visa fee) as application fee.

Service fee for transfer of visa from old passport to new passport SF 15.00  
Service charges for visas to *Russian* nationals (with no other visa fee) SF 75.00  
Express fee from nationals of *Hungary* for same day service SF 25.00

Travel Bureaus and other visa seekers are requested to contact the Embassy on any working days (Monday - Friday between 9.30. to 12.30 Hrs. for further information. Visa fee should be paid through POSTAL-PAYMENT-SLIP only (Post A/C No. 30-4418-9). No cash payment or any other mode of payment will be accepted. Original counterfoil of the postal slip should be sent with the visa application form.

Non-residents of Switzerland (those who do not have B or C Resident Permits) and nationals of Sri Lanka, Pakistan and Bangladesh should pay an additional amount SFr. 25.00 as Telex/Fax Charges.

**Nationals of the following countries need not pay-visa fees.**

*No restricted / protected area permit fee will have to be paid*

Afghanistan, Argentina, Bangladesh, Hungary, Jamaica, Maldives, Mongolia, Mauritius, Poland, Slovak Republic, South Africa and Uruguay.

Note: The visa application should be accompanied by two photographs, passport, original receipt of payment, photocopy of Swiss residence permit (except Swiss nationals) and self addressed and stamped return envelope. (Bitte original postabschnitt coupon beifügen). The Business visa applicants must enclose business recommendation or introduction letter from the company in Switzerland and invitation letter from the Indian company/client. Student visa applicants must enclose admission letter from the school/university/ institution/ashram.

2. **Visa fee is non-refundable.**

**All visas are valid from the date of issue.**

Nationals of Nepal and Bhutan do not require visa to enter India.

**TRANSIT VISA:**

This visa will be granted on the basis of confirmed Air-ticket for onward destination through India. This visa is valid for 3 months from the date of issue. 7 days' stay each entry.

All visas, unless specifically mentioned, are valid for the prescribed purpose and period from the date of issue. The period of stay in India is during the validity of visas.

**DOCUMENTS REQUIRED ALONG WITH VISA APPLICATION:**

Copy of Swiss Residence ('B' or 'C') Permit must be sent along with all visa applications for all other nationals, except Swiss citizens.

**TOURIST VISA:**

Confirmation letter from Airlines or Travel Agency that the passenger is holding return tickets or confirmed booking out of India to next destination.

**BUSINESS VISA:**

Business introduction letter by the firm in Switzerland, which is sending the person to India giving the following details:

1. Designation/Status of the applicant in the firm.
2. Nature of Business in India.
3. Name and address of the receiving company in India along with names of responsible persons in the Indian Company.
4. In case the applicant is visiting Offices of Central/State Governments, the details of the same and an invitation letter from the concerned government department/company/organisation.
5. Letter of invitation from receiving company in India in case of Long Term Visas or if specifically required by the Embassy.

**STUDENT VISA:**

Letter from the management of the School/College/Institution/University/Ashram intimating that the applicant has been admitted in their institution for a specified course indicating duration of the course. Application for Student visas should be accompanied by appropriate financial guarantee. The applicants are advised to contact the Embassy before applying for such visa.

**OTHER VISAS:**

Application for visas for studying Yoga, Music, Dance, Religion, Culture, etc. should be accompanied by letters of admission from the concerned institution.

**GENERAL**

Certain visas may need approval from Government of India and such cases will take about 2 months or more, depending on procedures. Applicants are requested to make payment for visas only after checking with the Embassy in the above mentioned cases.

**VACCINATION:**

Vaccination against Yellow fever is necessary, if, on the way to India, the visitor travels through any Yellow fever infected area.

**If you need any further information/clarification, please contact the Consular Section**