

EXTENSION FORM FOR BUSINESS VISA

(PLEASE FILL THE FORM IN CAPITAL LETTERS ONLY. INCOMPLETE FORM WILL NOT BE ACCEPTED)

Name of Foreigner.....

(Surname)

(Name)

(Father's Name)

Residential Permit No. Nationality

Date of last extension

At present applied for Extension From To

Late Fee (if applicable) Challan No. Date

PASSPORT DETAILS

Passport Number* :-

Date of Issue * :-

Place of Issue * :-

Valid till* :-

VISA DETAILS

Visa Type & Number * :-

Date of Issue * :-

Place of Issue * :-

Valid Till* :-

Number of Entries* :-

VISA Endorsement if any:-

CONTACT DETAILS

Address in Pune- Flat No..... Building Name.....

Landmark..... Area Name.....

City..... PIN code.....

At above address staying since..... Mobile No.....

Land Line No..... Two wheeler Vehicle No.....

Four wheeler Vehicle No E-mail ID

Contact PersonPhone No.

Bank Name Branch Name*

Account No

LANDLORD DETAILS

Name* Address*

..... Landline* / Mobile.....

Lease Period From To

Business Visa

Year Company Name Post

Contract Validity From To Months

PAN No. Income (Per Year / Month)

Income in Form No. 16

Signature of the applicant

(P.T.O. for list of Documents required)

List of Documents For Business Visa

Sr. No.	Document	Yes	No
1	One File		
2	Two A-4 Size Green Plain Envelopes.		
3	Copy of Residential Permit		
4	Copy of Passport		
5	Copy of Visa page		
6	Details Regarding Business		
7	Memorandum of Articles		
8	Balance Sheet of Company		
9	A) Letter of Undertaking on Company Letterhead		
	B) Guarantors ID Roof (Passport, PAN card)		
	C) Guarantors Residential Roof (Electricity Bill / Index II / Property Tax Copy)		
10	Copy of PAN card & Bank Statement		
11	Copy of Income Tax Returns		
12	Notarized original Indemnity Bond on 100 Rs. Stamp sign by Indian person		
13	'C' Form & Notarized Lease agreement		
14	Verification Certificate		

STEPS TO BE FOLLOWED

Step 1. Show your completely filled form & documents at verification counter

Step 2. Fill Extension application on KIOSKS (Computer)

Step 3. Scan your all documents at Scanner

Step 4. Submit document at verification counter

Step 5. Collect Acknowledgement from verification officer

Get the forwarding date of Extension of visa proposal to FRRO, Mumbai. After approval of extension of visa from FRRO, Mumbai, you will be communicated accordingly and then endorsement will be given on your Passport & Residential permit at FRO, Pune.

Note – If extension of R.P. applied for within visa validity extension will be granted by FRO, Pune city & you will get endorsement at FRO, Pune city.

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Note –

1. Fill Passport Number carefully.
2. Write name, Registration Number, Nationality on File.
3. Incomplete form will not be accepted.
4. All above mentioned documents are compulsory.

Verification Certificate
(for Extension)

(To be filled by foreigner)

1. Name.....
 (Surname) (Name) (Father's Name)
2. Passport No. Visa No.
3. Residential Permit No..... Nationality
4. Address in Pune.....
.....Contact No.....
- Date - Signature of Foreigner

For Police Station use only

(To be filled by Police Station)

This is certified that, Mr. / Ms. / Mast.
is staying at abovementioned address & it is under jurisdiction of Police station.

There is no offence/N.C./Application enquiry registered/ pending against said foreigner at this police station.

Date: Police Station seal Sr. Inspector of Police

Note:- This Report should be hand over to the foreigner in sealed envelope.

For Office (FRO) use only

There is nothing adverse against the said foreigner in Pune city, as per computer data check.

Date

Checked By

IDEMNITY BOND

To
The President of India,

Whereas (Name of Foreigner)Nationality..... entered to India and whereas the President of India (Which expression shall include his successor assigns) has at the request of the undersigned to the said (Name of Foreigner) being permitted to extend their stay in India on such recommendations and Indemnity as in hereinafter contained.

I/Mr./Mrs./Miss Address
.....

..... find
(Name of Foreigner) as fit and proper persons to be permitted to stay here in India fromup toAnd in the event of his being so permitted to extend here in India.

And in the consideration therefore we hereby jointly and severally agree to provide or cause to be provided to the Government of India, suitable maintenance for the said(Name of Foreigner)And in event of our failing to provide or cause to be provided such maintenance as aforesaid, we hereby jointly and severally agree to pay to The Government of India the cost and expenses of maintenance of the said (Name of Foreigner)so long as he/she shall be resident of India such cost and expenses as may be incurred on his/her burial and further in the event of the said(Name of Foreigner) Being required by The Government of India to leave India to pay the Government of India the cost of passage and traveling expenses.

AND IT is further hereby agreed:

- 1) That the authority to determine the cost in each shall rest with the Government of India and that is shall be binding upon us to pay such costs as may be determined without question.
- 2) That this indemnity shall be binding upon us :

Place: Pune

Date: