

Checklist - Short Term - Visiting Relatives/Friends/Family (less than 90 days)

SL. No.	Documents From Applicant	YES/No
1	Original Passport with more than 6 months' validity.	
2	Recently taken 2 passport sized colour photographs.	
3	Duly filled Online Visa application form.	
4	Occupation Proof or Employment Proof. (Any letter issued by the company/organization should contain employers contact number and contact e-mail id)	
5	Relation Proof (if visiting relative).	
6	Photocopy of Income Tax Return (ITR) of last 2 year and PAN Card. (If unable to submit any of ITR or Bank Statement then a letter of explanation mentioning the reason must be Submitted).	
7	Recent Bank Statement of last 6 months [Bank statement with original stamp and sign by bank Authority].	
8	Relation Proof between applicant and sponsor. (If applicant is sponsored for his travel)	
9	Health Condition Form (Please refer to home page).	
	From Korea	
10	Invitation letter from Korea (Original invitation letter or scan copy or photocopy can be submitted).	
11	Alien Registration Card of Inviter (scan copy or photocopy can be submitted).	
12	Copy of passport of Inviter (scan copy or photocopy can be submitted). OR In case of Korean inviter - Passport Copy of Inviter (scan copy or photocopy can be submitted).	
13	Employment Letter of the Inviter	
14	House Contract of the Inviter	
15	Recent Korean Bank Statement of last 6 months of the Inviter	

Fees:		
Visa Fees (Normal)	Rs. 3400	
VFS Charge	Rs. 1380.	
Courier Charge	Rs. 550	

Important Note:

Applicant / Travel Agent / Representative are requested not to contact the Consulate General of the Republic of Korea, Chennai, for visa application status & visa processing updates

Applicant / Travel Agent / Representative

Name:

Signature & Date;

Officer's Signature

Contact Number: