

France VISITOR Visa Checklist

❖ **Passport:** Original passport valid for three months with old passport: (20 years passport not accepted.)

- It should not have any observation regarding the front data page
- It shall contain at least two blank pages

❖ **Application form:** Online visa application form to be filled and print-out needs to be taken. Link:- https://france-visas.gouv.fr/en_US/web/france-visas/ma-demande-en-ligne

❖ **Covering letter:** From the applicant stating name, passport no, purpose, duration of stay and expenses borne by whom etc. Letter to be addressed to the VISA Officer, Consulate General of France, Kolkata”)

- (For businessman- letter to be printed on their Company Letterhead)

❖ **Photographs:** Two recent color photographs.

- (35x45 mm in size) with 70-80 % Face Coverage white background.

❖ **Undertaking**

❖ **Ticket Itinerary** should be active at the time of submission.

• Hotel Booking confirmation

❖ **Overseas medical insurance** valid for Schengen countries with the minimum coverage of 30000 Euro.

❖ **If Employed-**

- 03 months' salary slip.
- N.O.C letter from Employer on letterhead
- 03 months update personal bank statements in A4 size paper with stamp and sign from bank.
- 01-year Income Tax Returns (ITR-V) or Form-16.

❖ **If Retired person- P.P.O coy or relieving letter**

❖ **If Student-**

- NOC Letter or School Holiday list required for Student from Institute/College/University.
- NOC from parents in case minor is traveling alone. With id copy.
- Birth certificate copy, if applicant is under 18

❖ **If Self-employed/Businessman-**

- Registration proof of the company/ partnership deed/ Memorandum of Article (MOA) is required.

❖ **If visiting relative-**

- Original **Attestation D'Accueil** is required from local Town hall in France in the name applicant.

- If Invitee is not eligible to obtain Attestation D'Accueil, then signed Invitation letter required from Invitee in the name of applicant with passport details, duration of stay and expenses borne by whom etc. needs to be mentioned and to be addressed to "The Visa Officer, Consulate General of France, Kolkata, India"
- Invitee's Passport copy (Bio + Address) + copy of Resident Permit.
- 03 months Bank statements in A4 size paper
- 03 months' pay slips
- 01-year ITR-V or Form-16

Processing Time: 7-8 working days from the day application is received at the Consulate.

Jurisdiction: Jharkhand, Bihar, Chhattisgarh, West Bengal, North East and Odisha.

Note: Travel Date in the Covering letter, Invitation Letter, Ticket, Insurance and hotel should strictly match, any discrepancy in date may lead to non-submission of documents at VFS Global.