

PHILIPPINES TOURIST/VISITOR VISA CHECKLIST

- Valid passport for more than six months

no handwritten Passport acceptable.
- 2 photographs size 2 inch x 2 inch white back ground with 70% face view (one photo to be pasted and signed across) print should be in matt finish paper
- Application form to be printed back to back without any correction or over writing. One extra blank and signed Application form

- Covering letter

on a plain A-4 size by stating the purpose and duration of travel and expenses by borne by whom and with day-to-day itinerary and needs to

address to "**The Visa Officer, Consulate General of the Philippines, Kolkata**" if self employed or Businessman then Company letterhead to be used for the same.
- For self employed / Businessman, Company Registration proof, M.O.A, Partnership Deed or Trade License copy.

- Ticket copy or booking reservation

- Hotel booking

- If any family member inviting from Philippines required invitation letter from invitee with passport copy bio page and address page with visa copy (PFA the attached format address To, The Visa Officer, Consulate General of the Philippines, Kolkata) and residence proof (utility bill/rent agreement), If sponsor then attached last 3 months salary slip with last 6 months bank statement

- For service holder Last 3 months Pay slips

- 6 months bank statements

with minimum balance of 80000 INR per person must be sealed and signed by Bank.

- Last 3 years ITR-V Acknowledgement copy

- Pan card copy
- For Child school id card xerox with NOC from School or Holiday List from School/Infant birth certificate xerox copy

Processing Time:

Minimum 07- 10

working days from the day application received at the Consulate

Please be informed as per instruction from the Department of Immigration, Manila, all application needs to be sent to Philippines for approval, hence processing time may get extended from the actual time.