



## India

Yes, you need a visa for your trip. We are ready to support your visa application.

Required documents

- Invitation from the Indian company
- Business Introduction Letter by the Austrian company
- Copy of previously issued visa, if available
- Extract from the commercial register / business certificate of the Indian company ("Registration Number" must be stated)
- Passport
- Registration Certificate - including Austrian citizens
- [Visa Application](#)  
to fill in online on <https://indianvisaonline.gov.in/>
- Copy passport
- [Photograph\(s\)](#)  
One passport photo, please use the passport service or send the passport photos in the size of 51mm x 51mm with your visa documents

## Explanation

- For attending business meetings and discussions only
- Not for business of money lending or petty trading

In order to complete the visa application form please click on this [LINK](#) and then click on "Regular/Paper Visa Application"

## Visa Application

We would be happy to fill out the visa application for you – select the option "To be filled out by OEVKG" during the visa application process or check the "fill-in support form" item on the order form. We will then send you the prefabricated visa application by e-mail, which you only have to sign and return to us in the original with the remaining documents.

Alternatively, you will get access to the Indian online visa application [here](#). Click then to "Regular/Paper Visa Application"

Requirements:

- Select the orange marked field "regular visa application" on the Indian visa application website
- Completely filled out in English
- Printed on two consecutive sheets - front and back printed forms are not accepted
- Signature must be identical to the signature in the passport, on the first as well as on the second page of the application form
- Please enter a number in the "Phone number" field as well as in the "Mobile/Cell No." field (can also be the same telephone number)
- Select the "Austria-Vienna" field in the "Indian Mission"
- The applicant has to upload a digital picture. This occurs although the system allows you to skip this last step in the application form.
- **IMPORTANT:** please DO NOT add your academic title to the name. Applications, in which the academic title (e.g. Dr., PhD, Mag., Ing,....) will NOT be accepted by the consulate

Please note that you must completely re-create a incorrectly completed visa application. A subsequent correction is not possible.

## Passport

Requirements for the passport of the traveler:

- Passport of the traveler in the original
- Valid passport when applying six months after leaving India
- Two free, opposing pass pages in the passport

## Photograph(s)

Please note: The Indian consulate demands 1 photo in hard copy and a special passport image format. Please send us this together with your documents or use our uncomplicated passport picture service. Please either upload a high-resolution photo (also mobile photo possible) in our customer account or send it to us by e-mail to [wien@oevkg.at](mailto:wien@oevkg.at)

Requirements:

- New passport image with white background and size 51 mm x 51 mm, square (also mobile phone photo possible)
- Frontal view of the head – head straight directed into camera without smile
- The shoulders must be visible – therefore please take pictures from a little further away.



- possible formats: PNG or jpeg

## Copy of Passport Identification Page

Please send us a copy of the passport details page of your passport

## Letter of Invitation

The official invitation letter must include the following information:

- Written on business paper
- A corporate register number of the Indian company - a 21-digit corporate identity number
- Written in English
- The full name of the traveler
- The traveler's passport number
- State the purpose of journey
- State the desired duration of stay and numbers of entry
- Easy-to-read company stamp

A legible copy can be submitted

The letter has to be addressed to the consulate:

Botschaft der Republik Indien, Konsularabteilung, Indian Embassy, Opernring 1, 1010 Wien.

## Business Introduction Letter

The following information / form must include the introduction letter:

- Issued by the sending Austrian company
- Company stamp of the Austrian company
- Submitted in English
- The corporate identity number of the Austrian company
- The exact details of the place of employment with the name of the company, complete address and telephone number
- The name and passport data of the traveler
- Detailed information on the work to be carried out
- The duration of stay
- The desired visa duration
- Confirmation of travel and subsistence costs
- Industry description of both companies

The letter of despatch is sent to the following address:

Embassy of the Republic of India, Consular Section, Indian Embassy, Opernring 1, 1010 Vienna.

## Certificate of Registration

The Indian consulate requires a copy of the Indian company's business certificate for business visas. This must contain the "Registration Number".

Registration Certificate

Valid proof of registration or residence permit:

- Valid proof of registration also for Austrian citizens
- Presentation of a residence permit for all travelers from non-EU countries residing in Austria
- For business visa, crew visa and work visa: if the company which issues the introduction letter is not based in Austria

Attention: If an applicant is registered for less than 2 years in Austria, the application for clearance and processing may be delayed



## Supplementary Notes

The Consulate can apply different visa regulations without giving reasons:

- Supplemental document / Request documents
- Calculate other consular fees
- Require a longer processing time

## Medical hint

Prevention is better than cure. This also applies when traveling around the world. Regulations, preventive measures and hygiene rules depend on the destination, time of year in the destination country, duration and style of travel as well as individual needs and special activities during the trip.

For more information or individual travel medicine advice, please contact:

- [Federal Ministry for Europe, Integration and Foreign Affairs](#)
- [Institute of Travel and Tropical Medicine](#)
- [Die Tropenordination](#)
- [Center for Travel Medicine](#)

## Order Confirmation

Thank you for your trust and your interest in the services of the ÖEVKG.

For an online order, please register [here](#), and then start your visa application.

For an offline order, please use the ÖVKG [order form](#).

An overview of the ÖVKG processing fees and additional services can be found [here](#). Special conditions not shown.

We would like to inform you that the payment process is carried out with the completion of the order process. Additional services agreed upon are due with a second invoice at the end of the application process.

## Haftungsausschluss

Die ÖVKG Visa und Konsular Gesellschaft mbH unterhält eine umfangreiche Datenbank mit Einreisebestimmungen, Visaantragsunterlagen und Informationen zum jeweiligen Antrags- und Auftragsprozess. Die Einreisebestimmungen, die Antragsunterlagen der Konsulate und / oder Behörden unterliegen ständigen Veränderungen. Alle Visainformationen und Unterlagen werden laufend aktualisiert, dennoch schließt die ÖVKG Visa und Konsular Gesellschaft mbH eine Haftung für die zur Verfügung gestellten Informationen und Unterlagen aus.