

Checklist (C-3-9) Tourist Visa

(Less than 90 days)

SN	Documents	Details	Checked by Applicant	Remarks
1	Passport	Original Passport (Validity : 6 months or more)		
2	Application Form	Online Filled Form from Korea Visa Portal (signed by applicant)		
3	Occupation Proof	Business	Company Registration Certificate	
			Business Profile Form	
		Employee	Employment Certificate	
			Salary Slips (6 Months)	
Student	Bonafide Certificate			
4	Income Tax Return (Explanation letter if no ITR)	Individual	Income Tax Return (2 Years)	
		Business	Personal ITR (3 Years), Company's ITR - 3 Years (Optional)	
5	Bank Statement	Personal Bank Statement (6 Months)		
6	Health Condition Report			
7	Declaration Form			
8		Agents : Agency Employment ID Card / Representative : Govt approved ID		

Fee Charges (INR)	Visa Fee	Single Entry	3200	
		Multiple Entry	7200	
	VFS Service Charge		1380	
	Courier Charge		550	

Note:- Arrange all the documents as per above sequence.