

Request Form

[PLEASE FILL IN BLOCK LETTERS]

PERSONAL DATA (All Information below should be according to the Passport)

Sl. no.		
1.	Name	
2.	Father's Name	
3.	Mother's Name	
4.	Husband's Name	
5.	Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
6.	Marital Status	<input type="checkbox"/> Married <input type="checkbox"/> Unmarried <input type="checkbox"/> Divorcee <input type="checkbox"/> Widow
7.	Date of Birth	
8.	Present Nationality	
9.	Place of Birth	
10.	Birth Country	
11.	Religion	
12.	Profession	
13.	First Language	
14.	Educational Qualifications	
15.	Visa Type	<input type="checkbox"/> Visit. <input type="checkbox"/> investor <input type="checkbox"/> immigration <input type="checkbox"/> H1B

PASSPORT DATA

16.	Passport No.	
17.	Country of Issue	
18.	Date of Issue (dd/mm/yyyy)	
19.	Date of Expiry (dd/mm/yyyy)	

CUSTOMERS ADDRESS (COUNTRY OF RESIDENCE)

20.	Home Address	
21.	City	
22.	Country	
23.	Telephone	
24.	Email id	

ACCOMPANIED (IN THE SAME PASSPORT)

25.	Name	
26.	Gender	
27.	Date of Birth	
28.	Place of Birth	
29.	Relation	

I am responsible for all the information mentioned above and agrees to comply with immigration rules.
I am aware that the application is subject to immigration approval.

Signature:-----

Date:-----

Documents Check List

Mandatory Requirements	Yes	No
Passport Copy Please enclose colour copy of your Passport pages containing details of Full name, Nationality, Date and Place of birth, Passport number, Date of issue & Expiry. Your Passport must be valid for a minimum period of 6 months at the time of travel.		
Photograph : Size 4.3 * 5.5 cms, only colour photograph with white background will be accepted & 80% of your face should be visible. Please enclose your latest photograph with clear image		
Airlines confirmed ticket : Please enclose confirmed ticket & only round trip ticket will be accepted.		
Hotel Accommodation : If you are applying for visit visa " Hotel Accommodation " is mandatory.		
Financial Records : Letter from the Employer: Letter from your Employer, stating the Salary / Income, Job Description and number of years of Employment or Bank Letter: Letter from your Bank confirming Financial Stability and capability for travel to the Country.		

Optional Documents	Yes	No
Frequent Traveller : If you have travelled in the last one year please enclose entry/exit stamp pages of your Passport.		
Invite From your Immediate Family Members : Invitation Letter, Passport copy.		
Travel History : Please upload copy of your visa or travel proof, if you have travelled at least once in the last 5 years to/or holding a valid visa for countries like USA, UK, Schengen countries, European Union, Australia, New Zealand, Russia and Canada.		

Important:

- ❖ **Dependants of the Applicants:** Dependants are defined as Spouse/ Children below 21 years of age / Parents above 60 years of age. Supporting Documents proving the relation status has to be enclosed by Customers.
- ❖ A2Z Services reserve the rights about sponsorship.
A2Z Services will not sponsor unaccompanied minor and students.
- ❖ Please note the immigration department will consider applications from minors or students only if they are traveling with parents.
- ❖ Visa Fees are subject to change without prior notice.
- ❖ Any overstay beyond duration of Visa invites heavy fines and penalty action by Gov't and Immigration Authorities. Please note as per the current immigration laws there will be no waiver on any grounds.
- ❖ At the time of collecting visa kindly produce the photocopy of the applicants 1st Page of passport.

Terms and Conditions

- ❖ A2Z Services is providing this facility for its customer. A2Z Services do hereby declare that they have no role whatsoever in the assessment of a visa application, which is the sole prerogative of the Government /Immigration Department. Therefore, neither A2Z Services nor Airlines will in any manner be liable or responsible for any delay in the processing or rejection of any visa applications.
- ❖ This facility is open for Customers visiting travelling on the Airlines and fulfilling the eligibility conditions announced from time to time by the Authorities.
- ❖ Issuance and approval of a visa is solely regulated by Government and governed by their rules and regulations that may be amended from time to time. The application subject to Customers fulfilling the eligibility conditions.
- ❖ **Visa fees are non-refundable under any circumstances whatsoever.**
- ❖ **Customers desirous for a visa should be holding a valid ticket travelling onwards Airlines and booked. A2Z Services will not be responsible for and will not be liable for Customers not been able to travel due to denied boarding offloading, cancellation of flight, delays or and any other cause or circumstances beyond A2Z Services control. Neither Airlines nor A2Z Services shall be liable in the case of any change in the date of travel not being communicated to us.**
- ❖ The Customers will be required to fill in a Visa Application Form accurately and submit the same with the applicable visa fees, valid passport and necessary documentation as specified in the Visa Application Form. Customers must hold valid travel documents and comply with the requirements of the Government of THE/ Immigration Authorities.
- ❖ The decision to grant or refuse a visa is the sole prerogative of the Immigration Authorities and it is final. In case of rejection of visa application, the applicant will be informed of such, no correspondence will be entertained, no visa fees will be refunded and no reasons will be required to be given. It is understood that whenever the processing of the visa application is prevented, delayed, restricted or interfered with for any reasons whatsoever by the Immigration Authorities to process Customers visa application, then Airlines or A2Z Services shall not be liable to any Customers for any loss or damage which may be suffered as result of such causes and Airlines and A2Z Services shall be discharged of all its obligations hereunder.
- ❖ Issuance of a visa or approval on the visa application does not in any way guarantee the Customers the right to enter. The entry is at the sole discretion of the Immigration officer at the Airport. In case of denial of visa or entry into by the Government, the Airlines or A2Z Services shall in no way be liable to Customers in any manner whatsoever.
- ❖ Airlines or A2Z Services shall not be liable for any losses or damages, which the Customers may suffer arising from delay in processing or receiving the visa.
- ❖ The visa is valid as per the Government of Issuing authority's rules and regulations as amended from time to time. The visa must be valid within its period of validity.
- ❖ Neither Airlines nor A2Z Services will be liable to Customers for any changes or cancellations to government regulations that should result in a Customers not being able to travel to or enter the Country.
- ❖ Customers will be solely responsible to ensure they fulfill the Government requirements for travel which may include Police clearances, medical insurance etc.
- ❖ Airlines and A2Z Services shall take all reasonable measures to ensure that information provided by the Customers in its application form shall remain confidential. However Airlines or A2Z's shall not be liable for any unauthorized access by any means to that information.
- ❖ Airlines or A2Z Services reserves the right to add, alter or vary these terms and conditions at any time without notice or liability and all Customers availing themselves of this facility shall be bound by the same.
- ❖ Customers expressly declare that they have read and understand these terms & conditions and that they are in compliance thereof.
- ❖ The processed visa will be sent to you by email with JPEG or PDF format in attached files.
- ❖ Please ensure correctness of your email ID.
- ❖ Customers are requested to check the correctness of your visa and in case of any discrepancy bring to our notice immediately.

- ❖ Customers are advised to carefully go through the “Note” printed on your visa for “validity of permit” and “duration of stay”.
- ❖ Only machine readable Passports will be accepted. Hand written Passport will not be accepted.
- ❖ Customers are advised to refer “**Document Checklist**” page for further information about documents to be enclosed and to know more about **Visa Type**.

I confirm that the above terms and conditions have been read and understood by me and I agree to abide by them	Yes	No
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Signature of applicant (of guardian if below 18 years)

Date: