

**APPLICATION FOR  
NON-IMMIGRANT VISA**

FA Form No.: 2 (revised 2000)  
Foreign Service of the Philippines  
Philippine Embassy, New Delhi

Applicant's Signed  
Photograph (passport  
size) taken within the  
last 6 months. Please  
affix signature on the  
front side of picture.

For official use only

Visa No. \_\_\_\_\_

Sticker No. \_\_\_\_\_

Surname \_\_\_\_\_ Given Name \_\_\_\_\_  
Middle Name \_\_\_\_\_ Nationality \_\_\_\_\_  
Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Age: \_\_\_\_ Male [ ] Female [ ]  
Date / Month / Year

Type of Passport or Travel Document:

Ordinary [ ] Official [ ] Diplomatic [ ] Travel Document [ ]  
Passport Number \_\_\_\_\_ Place of Issue \_\_\_\_\_  
Date of Issue \_\_\_\_\_ Valid Until \_\_\_\_\_

Name of Applicant's Father \_\_\_\_\_  
Name of Applicant's Mother \_\_\_\_\_  
Name of Traveling Companion \_\_\_\_\_  
(Only for Applicant under 16 years old) Relation \_\_\_\_\_

Home Address of Applicant \_\_\_\_\_  
Since \_\_\_\_\_ Telephone No: \_\_\_\_\_ Mobile No: \_\_\_\_\_  
Office Address \_\_\_\_\_  
Since \_\_\_\_\_ Telephone No: \_\_\_\_\_ Fax No: \_\_\_\_\_

Occupation \_\_\_\_\_  
Civil Status: Single [ ] Married [ ] Widowed [ ] Separated [ ] Divorced [ ]  
Name of Spouse: Age \_\_\_\_\_  
Names of Children / Age \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of Entries Applied : Single entry [ ] Multiple entry [ ]  
Port of Entry \_\_\_\_\_ Length of Stay in the Philippines \_\_\_\_\_  
Arrival in the Philippines \_\_\_\_/\_\_\_\_/\_\_\_\_ Departure from the Philippines \_\_\_\_/\_\_\_\_/\_\_\_\_  
Date / Month / Year Date / Month / Year  
Flight Number (arrival) \_\_\_\_\_ Flight Number (departure) \_\_\_\_\_

**Purpose of Entry (please tick one)**

- Tourism  Short visit to relatives/ friends  To attend conference / seminar / meeting  
 Business  To board ship (for seaman)  Special Treaty Trader or Investor / Special Resident Investor  
 ADB or UN agency employee or dependent  Government Official or dependent to visit on official travel  
 To study. Name & Address of School \_\_\_\_\_  
 To work or be employed. Name & Address of Company/Organization \_\_\_\_\_  
  
 To join Filipino spouse  To join family member residing in the Philippines  Foreign Volunteer  
 Others : Please specify. \_\_\_\_\_

Other persons traveling with applicant under the same passport or travel document:

1. \_\_\_\_\_ 2. \_\_\_\_\_

**Applicant's Address in the Philippines (Pls. specify hotel or residence)**

Telephone Number \_\_\_\_\_

Places to visit: \_\_\_\_\_

**Reference in Philippines (if applicable)**

Company Sponsor \_\_\_\_\_

Contact Person \_\_\_\_\_ Contact Number \_\_\_\_\_

Address \_\_\_\_\_

**Reference in India**

Company \_\_\_\_\_

Contact Person \_\_\_\_\_ Contact Number \_\_\_\_\_

Address \_\_\_\_\_

Have you been convicted of any crime?

No  Yes. Please provide details \_\_\_\_\_

Have you been issued a Philippine visa before?

No  Yes. Number of Latest visa issued : \_\_\_\_\_ Date of Issue \_\_\_\_\_

Do you have any communicable disease?  No  Yes. Please provide details \_\_\_\_\_

Do you have a history of mental illness?  No  Yes. Please provide details \_\_\_\_\_

Were you ever refused any kind of Philippine visa, denied admission into or deported from the Philippines and removed at government expense from the Philippines and other countries?  No  Yes

If Yes, please provide circumstance \_\_\_\_\_

Do you intend to study in the Philippines?  No  Yes

Do you intend to work in the Philippines?  No  Yes

Name of Travel Agent/ Representative (if applicable) : \_\_\_\_\_

Contact details \_\_\_\_\_

FOR THE APPLICANT

- I certify that I have read and understood all the questions in this application form and the answers I have furnished on this form are true and correct to the best of my knowledge and belief. I confirm that I have personally filled in my visa application form. Should there be any discrepancy in the data in the application form and other related documents, the Consular Section may not approve my application for a Philippine visa.
- I understand that any false or misleading statement will result in the refusal of a visa.
- I understand that the possession of a visa does not automatically entitle the bearer to enter the Philippines upon arrival at any port or entry if he or she is found inadmissible.
- I understand that I may enter the Philippines at the port of entry designated by the Philippine Immigration Authorities and under the conditions imposed by those authorities.
- I have submitted to the Consular Section of the Philippine Embassy in New Delhi on \_\_\_\_\_ (day/month/year) the required documents. (Please tick on the space on the list on the next page corresponding to the documents submitted.)
- I understand that I may be required to submit documents in addition to those submitted above to establish my credentials for the Philippine visa I am applying for corresponding to the stated purpose of my visit.
- I understand that since my application will go through the visa processing procedure, the visa processing fee that I will pay will not be refunded even if no visa is issued to me but shall be applied to the visa appropriate fee if granted.

\_\_\_\_\_ Date

\_\_\_\_\_ Signature of Applicant

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_ (Seal)

\_\_\_\_\_ Consul of the Republic of the Philippines

FOR INDIAN NATIONALS (as of 1 April 2005)

- Indian nationals are allowed to apply for temporary visitor's visa for business and/or pleasure at the country of origin, place of legal residence and countries that require entry visas to Indian nationals.
- Only the Philippine Embassy in New Delhi processes and issues temporary visitor's visa for pleasure. Consulates General in Mumbai, Calcutta and Chennai only accept such duly accomplished applications forms and documentary requirements for onward transmittal to the Philippine Embassy in New Delhi.
- The issuance of a temporary Visitor's visa for pleasure with multiple- entry privileges and/ or with an authorized period of stay of more than thirty (30) days requires prior approval from the Philippine Department of Foreign Affairs in Manila.
- Only the Philippine Embassy in New Delhi issues multiple-entry business visas. It will have a maximum validity period of six months. For a validity period of one year, the approval of the Philippine Department of Foreign Affairs in Manila is to be secured.

(For Official Use only)

Non-Immigrant Visa No. \_\_\_\_\_ under Section \_\_\_\_\_ of the Philippine Immigration Act of 1940, as amended issued to \_\_\_\_\_ in \_\_\_\_\_ and valid until \_\_\_\_\_

Remarks, if any:

Service No. : \_\_\_\_\_

OR No. : \_\_\_\_\_

Fee Paid : \_\_\_\_\_

Seal

## Name of Applicant: \_\_\_\_\_

## SUBMISSION OF REQUIRED DOCUMENTS

Applicant: Please tick on the boxes below.

## BASIC REQUIREMENTS FOR ALL VISA APPLICANTS

Yes

No

Visa application form fully completed in English

One passport size photograph. Scanned photos not allowed.

Original and valid passport. Passport validity must not extend at least 6 months beyond the length of proposed stay in the Philippines

Photocopy'd return air ticket

Photocopy of confirmed return air ticket

Non refundable Visa Processing fee of Rs 2,000 which will be applied to the fee for the visa granted.

## FOR TOURIST VISA APPLICANTS

Certificate of Current Employment from Employer (if employed) to include employer's full name, address and telephone number, applicant's length of service and salary details.

Registration of Owned Company, if applicable

Banking records for the past 2 years. (Credit cards, travelers checks and cash are not acceptable as proof of funds.)

Latest Income Tax Returns for the last 2 years

Letter of invitation from the reference person in the Philippines, if applicable.

Certificate of Enrolment (if student)

## FOR BUSINESS VISA APPLICANTS

Certificate of Current Employment from Employer (if employed) to include employer's full name, address and telephone number, applicant's length of service and salary details.

Registration of Owned Company (if applicable)

Letter of invitation from the reference person or company in the Philippines, if applicable.

## FOR STUDENT VISA APPLICANTS

Original copy of the school's notice of acceptance with clear impression of school's dry seal, addressed to the student;

Original copy of the Certificate of Eligibility for Admission issued by the Philippine Commission on Higher Education if Enrolled in Medicine or Dentistry.

Authenticated Police Clearance

Medical Health Certificate issued by authorized physician including chest x-ray

## FOR CHILDREN UNDER 15 YEARS OF AGE TRAVELING ALONE OR TO BE ACCOMPANIED BY A PERSON OTHER THAN A PARENT OR NOT JOINING A PARENT IN THE PHILIPPINES

Attested / Authenticated Affidavit of Request, Consent and Guarantee

## FOR SEAMAN

Valid Seaman's Book

Letter from Shipping Company

## FOR ACCREDITED FOREIGN GOVERNMENT OFFICIAL, FAMILIES AND ATTENDANTS

Note Verbale from the Indian Ministry of External Affairs

## FOR SPOUSE OF PHILIPPINE CITIZENS

Report of Marriage authenticated by the Philippine Dept. of Foreign Affairs

## FOR UNMARRIED MINOR CHILDREN OF PHILIPPINE CITIZENS

Authenticated Birth Certificate

Received by: \_\_\_\_\_

Date: \_\_\_\_\_

Affidavit must be executed by either or both parents, duly notarized by a local Notary Public, attested by the MEA and consular Philippine Embassy. This affidavit must be presented before Immigration officials at the port of entry in the Philippines upon the minor's arrival in the Philippines. A Waiver of Exclusion Ground (WEG) will be issued by the Philippine Bureau of Immigration.

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NAME OF APPLICANT	PENDING REQUIREMENT
<b>BASIC REQUIREMENTS FOR ALL VISA APPLICANTS</b>	
Visa application form fully completed in English	
One passport size photograph. Scanned photos not allowed.	
Original and valid passport. Passport validity must not extend at least 6 months beyond the length of proposed stay in the Philippines	
Photocopy of page of passport with applicant's data	
Original confirmed return air ticket	
Photocopy of confirmed return air ticket	
Non refundable Visa Processing fee of Rs2,000 which will be applied to the fee for the visa granted.	
<b>FOR TOURIST VISA APPLICANTS</b>	
Certificate of Current Employment from Employer (if employed) to include employer's full name, address and telephone number, applicant's length of service and salary details.	
Registration of Owned Company, if applicable	
Banking records for the past 2 years. (Credit cards, travelers checks and cash are not acceptable as proof of funds.)	
Latest Income Tax Returns for the last 2 years	
Letter of invitation from the reference person in the Philippines, if applicable.	
Certificate of Enrolment (if student)	
<b>FOR BUSINESS VISA APPLICANTS</b>	
Certificate of Current Employment from Employer (if employed) to include employer's full name, address and telephone number, applicant's length of service and salary details.	
Registration of Owned Company (if applicable)	
Letter of invitation from the reference person or company in the Philippines, if applicable.	
<b>FOR STUDENT VISA APPLICANTS</b>	
Original copy of the school's notice of acceptance with clear impression of school's dry seal, addressed to the student;	
Original copy of the Certificate of Eligibility for Admission issued by the Philippine Commission on Higher Education if Enrolled in Medicine or Dentistry.	
Authenticated Police Clearance	
Medical Health Certificate issued by authorized physician including chest x-ray	
<b>FOR CHILDREN UNDER 15 YEARS OF AGE TRAVELING ALONE OR TO BE ACCOMPANIED BY A PERSON OTHER THAN A PARENT OR NOT JOINING A PARENT IN THE PHILIPPINES</b>	
Attested / Authenticated Affidavit of Request, Consent and Guarantee.	
<b>FOR SEAMAN</b>	
Valid Seaman's Book	
Letter from Shipping Company	
<b>FOR ACCREDITED FOREIGN GOVERNMENT OFFICIAL, FAMILIES AND ATTENDANTS</b>	
Note Verbale from the Indian Ministry of External Affairs	
<b>FOR SPOUSE OF PHILIPPINE CITIZENS</b>	
Report of Marriage authenticated by the Philippine Dept. of Foreign Affairs	
<b>FOR UNMARRIED MINOR CHILDREN OF PHILIPPINE CITIZENS</b>	
Authenticated Birth Certificate	

FOR VISA PROCESSOR: Please check on the space for the pending document.

Processed by: \_\_\_\_\_ Date: \_\_\_\_\_

Dear Applicant:

Your request for visa for the category applied for is approved.

You are requested to submit the following to establish you as a qualified applicant for the visa category you have applied for:

Your credentials have not established you as a qualified applicant for the visa category you have applied for:

Visa Officer: \_\_\_\_\_ Date: \_\_\_\_\_