

24th January 2019

**14<sup>th</sup> FEDAI Annual Conference  
19-21, April 2019 at BEIJING**

**VISA Requirements (For Individual Stamped VISA)**

1. Original Passport (old and new). Validity of current passport should be 6 months from the date of travel (i.e. end October 2019)
2. VISA Application Form - Please fill up all the details in soft copy (**need not be handwritten**) and take print out. **Please sign on page 4 in BLUE ink.**
3. 2 Recent Photographs (35mm X 45mm) with white background, 80% face should be visible (Latest photographs. Should not be older than 6 months)
4. Personal Bank Statement for the last SIX months (original copy) with Bank Seal and Authorised signature updated as on date. Minimum closing balance required of Rs.1,60,000/-.
5. Employee ID Card
6. PAN Card

**Attachments:**

1. VISA Form (Blank) Details to be filled in soft copy **need not be handwritten** and take print out.
2. VISA Form (Edited) Sample filled in.
3. Photograph specimen

**Dear Delegates,**

**Acceptance of applications and time taken for issuance of VISA**

1. Passports issued at Maharashtra and Karnataka will be accepted at Mumbai. It takes 4 to 6 working days.
2. Passports issued at other States will be accepted at New Delhi. It takes 8 to 10 working days.

**Confirmed delegates who have sent their Registration Form and Cheque to FEDAI,** are kindly requested to arrange to deliver, **against acknowledgement,** the above documents, at the following address:

Mr Kaustubh Pradhan  
Senior Manager – Sourcing & Operations  
**IQOMI Travel Services India Pvt. Ltd.**  
10<sup>th</sup> Floor, No.1015, Hubtown Solaris  
N.S Phadke Marg, Near East West Flyover  
Andheri East, MUMBAI – 400 069.  
Cell: +91 9137712031 / 8850298768; Email : [kaustubh@iqomi.in](mailto:kaustubh@iqomi.in)