

## United Kingdom Tourist Visa Checklist

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- **Original Passport with old Passport :**
  - **Note :** Passport should be valid minimum 6 months from the date of travel. You need minimum one page in your passport that's blank on back to back sides for your visa.
- **Evidence of Sufficient Funds :**
  - 03 years Personal Income Tax Returns with computation of Total Income Page
  - 03 months Personal original Bank Statement updated with sufficient balance
  - **National id proof (Pan Card, Aadhar Card, Election Card)**
- **If applicant is Employee :**
  - Pay Slip (last 03 months)
  - Leave sanction letter and N.O.C.
  - G.P.F (for Government Employee)
- **If applicant is Self Employee :**
  - Business letterhead with sign & stamp & visiting card
  - Business Proof (Shop & Establishment, G.S.T., C.S.T., etc)
  - Partnership Deed
  - Memorandum of Article
  - 03 Years Income Tax Return with computation of Total Income Page
  - 03 Months Bank statement
- **If applicant is Retired :**
  - Retirement letter from Employer
  - Pension passbook copy
  - Provident Funds copy
- **If applicant is Student :**
  - Evidence of enrolment at school
  - College or university Photo ID Card copy
- **If visiting Friend or Relative :**
  - A letter of invitation from the relative or friend in U.K.
  - Proof of legal status in U.K. (passport & visa copy)
  - 3 months bank statement
  - Job letter & pay slip or University letter
  - Doctor letter (if visiting for medical reason)
- **If Tourist :**
  - Hotel confirmation
  - Return air ticket if issued

### Note :

- All documents are must be English language and if not then translate it from local language to English.
- We will take 3 to 4 days to check your documents and we will inform you pending documents if any. After completion of all documents we will start filling online visa form.
- Before finalize your visa application form we will E-mail you visa forms to check & after your confirmation in email, we will book a suitable appointment for fingerprint & Submission.
- **MOST IMPORTANT: Once Form is submitted online, we cannot make Any Changes in Visa Forms.**
- Before appointment, we will handover prepared application to the applicant and explain process of

submission at Best Voyage Office only.

- On the day of appointment, All applicants including child have to visit VFS center for process of Biometric (10 fingers scan and digital Photo) and for that fingers must not be coloured with HINA (Mehdi) or any cuts or bandaged on fingers. Or else applicant will not be able to completed Biometric formalities and he/she has to visit VFS center again with additional cost of appointment.
- **Visa issuance is sole responsibility of British High Commission; Best Voyage is not responsible for any rejection/refusal or delay in visa process.**
- **We are not responsible for missing/damage of any documents during visa formalities.**
- **Applicants are requested to check their all documents after handover by us.**
- British High Commission may ask for personal interview to Mumbai/Delhi and for that you need to go by yours self, Best Voyage will not going to pay anything for that.
- **In case if you want to cancel your appointment for finger print, you have to inform us before 5 days of your appointment date otherwise you will not get refund of your fees.**
- **British High Commission is giving 10 years ban if you provide any false information or submitting false or dummy documents.**

Courier service, SMS service, Premium Lounge, Priority Service etc are available at VFS center with additional cost paid directly at VFS.

**Normal Process Time : 15 working days to 1 month after personal submission at the VFS UK.**