

CONFERENCE / SEMINAR & SPECIALISED TRAINING (Both participation as well as fees)

Documents to be verified:-

1. Original and valid passport
2. Confirmed Air Ticket or CRS printout
3. Form A2 – Application cum Declaration
4. If amount required is in excess on US\$ 5,000 or equivalent call for documents such as Conference / Seminar Registration Form/ Brochure / Invitation Letter / Invoice.
5. For Corporates – In addition to Form A2 – Application cum Declaration, please obtain company letter (Refer format on Page) and all supporting documents mentioned above.

Documents to be kept on record:-

1. Form A2 Application cum Declaration
2. Company letter if applicable
3. Copy of Registration Form / Brochure / Invitation letter if applicable

Quantum of Exchange:-

Not exceeding US\$ 25,000 **per trip** (all inclusive)

Specialised Training / Study Tour

Documents to be verified:-

1. Original and valid passport.
2. Confirmed Air Ticket or CRS printout.
3. Form A2 – Application cum Declaration
4. If amount required is in excess of US\$ 5,000 or its equivalent, ask for documentation such as letter from the overseas party confirming the Training / Study Tour with the relevant details.
5. For Corporates in addition to Form A2 – Application cum Declaration, please obtain company letter and all supporting documents as in 4 above.

Documents to be kept on record:-

1. Form A2 Application cum Declaration
2. Company letter, if applicable

Quantum of exchange:-

Not exceeding US\$ 25,000 **per trip** (all inclusive).