The online system fr applying for a visa is very cluncky and illogical so I'm going to give you some basic steps to make life easier and so you get it right first time. I have submitted the same visa application 3 times before it went through correctly after working out some of the glitches.

Indian Visa Application to Sikkim for UK Nationals

Easy Steps to Success

Russ Hewer

The online system for applying for a visa is very cluncky and illogical so I'm going to give you some basic steps to make life easier and so you get it right first time. I have submitted the same visa application 3 times before it went through correctly after working out some of the glitches.

For Sikkim you need a full visa and not an e-Visa so its eventually a sticky visa that attaches to a single page in your passport. You will also need a Inner Line Permit (ILP) for Sikkim which was available as part of the sticky visa but now you have to apply for this separtely online. Details of that process are shown in the downloads page of my website <u>www.sikkim.co.uk</u>

Before you start

- 1. The photograph should be in colour and of the size of 2 inch x 2 inch (50 mm x 50 mm) which is NOT your normal size passport photograph so make sure get the right size. Try going to a photo booth to get the correct photos and you normally get 4 at a time. Remember no white borders on the photos so get your scissor out and trim them up. If you want to be sure that the picture is correct, you can go to a professional photographer. I go to a local shoe mender who cuts keys, resoles shoes and takes passport photos. Look at the specification laid down by the Indian Visa by going to their website and click on "Photo Requirement" in the left navigation bar https://indianvisaonline.gov.in/visa/#
- 2. Now scan you photo and store it on your hard drive. It will be used later when you attach your photo to the application. It must be at least 350 pixels by 350 pixels and minimum of 10kb and maximum of 1MB. (Not 300kb as shown in their own website) It must be saved as JPEG file. If you use a smartphone camera to capture your photo, then you must reduce the size.
- 3. You need to put down an Indian referee as part of your application which includes name, address and phone number. If you don't have a contact in Sikkim, then I suggest you use a hotel address that you will be staying at and put down the Manager's name
- 4. The main reason applications fail is because UK nationals put their nationality down as UK British Subject which is one of the options.
- 5. YOU MUST PUT YOUR NATIONALITY AT UNITED KINGDON

Decisions before you apply online

You can apply for a visa by post but it will be returned and rejected if incomplete. My recomendation is to apply online and then make an appointment in person at a consular office. The reason for this is that the paperwork is not straight forward and that there's a high probability that it would be rejected. You get peace of mind because the offical checks all your paperwork before accepting it.

After you have completed your application succesfully online, you can prebook an appointment at the consular office online as well but have to prepay your fees online to guarantee a time slot. <u>http://www.vfsglobal.com/india/uk/contact_us.html</u>

The "Mission" you put down in the box on the opening application "Indian Mission" depends on where you live in the UK and which Consular Office you want to attend

You have 3 options.

Option 1. Anywhere in the UK can be at completed at London in Goswell Road or Hounslow, Cardiff or Belfast but you must submit your application with UK-London as Mission (Mission is on the online application form)

Option 2. For the following areas,

Birmingham, Durham, Humberside, Isle of Man, Isle of Scilly, Manchester, Shropshire, Yorkshire (North), Lancashire, Midlands (West), Staffordshire, Yorkshire (South), Leicestershire, Northumberland, Cleveland, Yorkshire (West), Lincolnshire, Cheshire, Tyne and Wear, Cumbria, Derbyshire, Merseyside, Nottinghamshire, Warwickshire, Northamptonshire

For the above areas, you can submit in person at Birmingham, Leicester, Manchester, Liverpool, Bradford and Newcastle Consular Offices but you must submit your application with UK-Birmingham as Mission

Option 3. For Scotland you can personally submit at Edinburgh and Glasgow Consular Offices, but you must submit your application with UK-Edinburgh as Mission For a more comprehensive details on the location of each of the Consular Offices please click here: http://www.vfsglobal.com/india/uk/contact_us.html

Get a 6 month mutilple entry visa that allows you to stay a maximum of 180 days per visit. The visa is only only valid from the date of issue so make sure that its valid when you intend to be in India. This visa fee is around £120

Lets get Started and fill in the application form

El rio.		and the state
	Online Visa Application	
Country you are applying visa from*	UNITED KINGDOM	
Indian Mission*	UK-LONDON *	
Nationality*	UNITED KINGDOM	
Date of Birth*	30/07/1959	
Email ID	RUSS HEWER@VIRGIN.NET	
Re-enter Email ID	RUSS.HEWER@VIRGIN.NET	
Expected Date of Arrival*	10/10/2018	
Visa Type*	TOURIST VISA	
Purpose*	INDIVIDUAL TOURIST	
	hy-3zg	C
Please enter above text*	hy3zg	
	Continue	
	Online Visa Application	

Go to <u>https://indianvisaonline.gov.in/visa/Registration</u>

Click on Regular Visa button shown on the top left in red to get the form above to show

YOU MUST PUT YOUR NATIONALITY AS UNITED KINGDOM AS SHOWN ABOVE

If you save the file at the next stage, there is no going back, and you must start again with a fresh application. My suggestion is to screenshot each page so if you must go through the whole process again, it's easier second time round

Press continue and write down the temporary application ID number

PLEASE NOTE THAT MY PASSPORT AND NATIONAL ID NUMBER HAVE BEEN CHANGED AND ALL OTHER DETAILS ARE IN THE PUBLIC DOMAIN

and the state of the	St Mary .	
appublic		
TOTOTOR		Government of India
aller		
	Applicant Details Form	n 🏠
Please note down the Temporary Application	ID: 30081654G4PP717	r either of that your information will be lost
	number to next page. If you exit without doing	center of child, your information will be lost.
Applicant's Address Details		
Procent House No./Street*	THE FLAT 2 CHAPELLANE CHILTON	Applicant's Present Address. Maximum 35 characters (Each
		Line)
Village/Town/City*	AYLESBURY	Village/Town/City
Country*	UNITED KINGDOM	 Country
State/Province/District*	BUCKINGHAMSHIRE	State/Province/District
Postal/Zip Code*	HP18 9LP	Postal/Zip Code
Phone No.	+441844 202690	Phone Number
Mobile No.	44 - UNITEL • 7967053089	Mobile Number
Email Address	RUSS.HEWER@VIRGIN.NET	
Click here for same address	2	Click here for same address
Permanen	t Address	
House No./Street*	THE FLAT, 2 CHAPEL LANE, CHILTON	Applicant's Permanent Address(with Postal/Zip Code)
Village/Town/City	AYLESBURY	Village/Town/City
State/Province/District	BUCKINGHAMSHIRE	State/Province/District
Family Details		
Father's	Details	
Name *	ROYSTON HEWER	Applicant's Father Number
Nationality*	UNITED KINGDOM	Father's Nationality
Previous Nationality	UNITED KINGDOM	 Previous Nationality of Father
Place of birth *	NORTHAMPTON	Place of birth
Country of birth *	UNITED KINGDOM	Country of birth
Mother's	Details	
Name *	JULIE HEWER	Applicant's Mother Number
Nationality*	UNITED KINGDOM	 Mother's Nationality
Previous Nationality	UNITED KINGDOM	Previous Nationality of Mother
Place of birth *	MALLACCA	Place of birth
Country of birth *	UNITED KINGDOM	Country of birth
Applicant's Marital Status *	SINGLE	 Applicant 's Maritial Status
Were your Grandfather/ Grandmother (paternal/maternarea. ◎ Yes ◎ No	nal) Pakistan Nationals or Belong to Pakista	an held Were your Grandfather / Grandmother (paternal/maternal) Pakistan Nationals or belong to Pakistan held area? Yes / No
Profession / Occupation Details of Applicant		
Present Occupation*	BUSINESS PERSON	 If Others, please specify
Employer Name/business *	TAILORED TOURS UK	Employer Name / Business
Designation	PROPRIETOE	Designation
Address *	THE FLAT, 2 CHAPEL LANE, CHILTON	Address
Phone		Phone
Past Occupation, if any	ENGINEER	Past Occupation, if any
Are/were you in a Military/Semi-Military/Police/Security	. Organization? OYes No	If yes,give details
	Save and Continue Save and Temp	orarily Exit

Please Note: Your National Insurance No. is your Citizenship/National ID No.

At this stage you can save and continue or save and exit. If you have your Indian referee and your photo ready on your hard drive, you'll good to go to the next stage.

Russ Hewer of Sikkim Tours www.sikkimtours.co.uk Tel: +44 7967 053 089

Your Information will be saved if you click save button or continue	e to next page. If you exit without doing either of that,	your information will be lost.	
Details of Visa Sought			
Type of Visa *	TOURIST VISA	visa type you are applying for	
Places likely to be visited *	SIKKIM	Places to be visited	
Duration of Visa (In Month)*	6		
No. of Entries *	MULTIPLE		
Purpose of Visit*	INDIVIDUAL TOURIST	Purpose of visit	
Expected Date of journey *	10/10/2018	(Visa validity will start from the Visa Issue Date)	
Port of Arrival in India *	DELHI		
Expected Port of Exit from India	DELHI		
Previous Visa/Currently valid Visa Details			1000
Have you ever visited India before?*	Yes 🖲 / No 🔍	If Yes Please give Details	
Address*	THE FLAT, 2 CHAPEL LANE, CHILTON		
	AYLESBURY		
	BUCKS		
Cities previously visited in India*	GANGTOK, SELIGURI,	Cities in India visited (comma separated)	
Last Indian Visa No/Currently valid Indian Visa No.*	539140171	Last Indian Visa no / Currently valid Visa no	
Type of Visa*	TOURIST VISA	Type of Visa	
Place of Issue*	LONDON	Place of Issue	
Date of Issue*	29/12/2017	Date of Issue	
Has permission to visit or to extend stav in India previo	ously been refused? Ves No	If yes, give details	
Other Information			1000
Countries Visited in Last 10 years	FRANCE,GERMANY, USA, POLAND, EGYPT, BELGIUM, SPAIN, MALTA, MEXICO, GAMBIA, PORTUGAL, MALES, SCOTLAND		
SAARC Country Visit Details			
Have you visited SAARC countries (except your own con	untry) during last 3 years? Ves No	If yes, give details	
Reference			1237
Reference Name in India*	KAMA KAZI		
Address*	GANGTOK		
Phone*	+91993221469	Phone no	
Reference Name in UNITED KINGDOM*	JANE DICKENSON		
Address*	3 MARKET DEEPING		
	PETERBOROUGH		

After completing this page go to the next page and upload your photo from your hard drive.

STER TOTALS REPUBLIC	Upload Photograph	INDIAN VISA ONLINE Goldannari of India
Choose the Photo To Upload	Choose file No file chosen	1 4
	Choose life those in	
	Upload Photo Skip and Continue Exit	
	Temporary Application Id:-30081654G4PP71	7
Kindly en:	sure that the photo is as per specifications men	tioned below.
In case you are not ready for photo upload you ca complete your application	n do it later. Please note down the Temporary A n later using Complete Partially Filled Form opti	Application Id. Close the window and Press Exit . You can on home page.
Photo Specifications		
 Format - JPEG Size - Minimum 10 KB , Maximum 1 MB 		

- The minimum dimensions are 350 pixels (width) x 350 pixels (height).
- Recent front facing photograph with white background to be uploaded by the applicant.
 Do not crop the Passport Image to use it as your recent photograph. Upload clear front facing photograph with preferable white/light coloured background.
- The application is liable to be rejected if the uploaded photograph are not clear and as per specification.

Upload the photo from your hard drive and continue, you will see your photo appear at the top of the next page where mine is shown blank. Verify the details and if you need to make any corrections, then click the modify button. If you verify, please wait to show that your application has been successful.



Once the application is verified, you can print out a copy from submission to the Consular Office

After print, click on regular visa and not e-tourist visa, make sure you uncheck photo upload service which would cost £10 as you will be bringing two photos with you to the Consular Office

Now get out your credit card and book your appointment online at the specific Consular office you want to complete your application. You can only reserve a confirmed appointment by paying online. Click on "Pay Online" and make payment

Then click on "New Appointment" in the top toolbar and the following screenshot appears and book and a confirmed appointment at the location you wish to visit. Print out the appointment confirmation

If for any reason you make you need to cancel your appointment, you can come back to the same screen and do that. The system does not allow you to reschedule so you need to come to the Consular Office as a "walk in" and waiting can take up to one and half hours

INDIAN VISA AND CONSULAR SERVICE APPLICATION CENTRE, IN UK Online Appointment System - OCI, Passports and Select Consular Services				
Important Notice : Please note that this website will only support the following secure web browsers; Internet Explorer (IE) Version 9.0 and above (No support for older IE Browsers eg. e.g. IE8, IE7, IE6, IE5.5 etc) and FireFox Version 18.0 and above. If you are not trunning one of these above new browsers, please upgrade to the latest browsers.				
Welcome to the Appointment System for OCI, Passport and Select Consular Services operated by VF Services UK Ltd.				
This page allows you to schedule an appointment to submit applications for OCI, Passport and Select Consular Services				
Effective 4th April 2018, all applications for "Non-Acquisition Certificate" must be submitted at VFS application centres. No application will be accepted at the High Commission of India, London or its respective consulates in Birmingham and Edinburgh.				
Please click on the appropriate link:				
Schedule Appointment				
Reschedule Appointment				
Cancel Appointment				
Please note: If you already have an appointment scheduled, you will not be allowed to schedule a second appointment until the previous appointment is Cancelled . To cancel your appointment, please follow the link " Cancel Appointment ".				
Reprint Appointment Letter				
Important Note: If you experience any issue and require any assistance/information about "scheduling an appointment", please contact our helpdesk by emailing- info.inuk@vfshelpline.com or calling our helpline on 09057570045				
Browser Compatibility Notice: Browser Compatibility				
Please note that this website will only support the following secure web browsers; Internet Explorer (IE) Version 9.0 and above (No support for older IE Browsers eg. eg. (E8, IE7,IE6, IE5.5 etc) and FreeFox Version 18.0 and above. If you are not running one of these above new browsers, please upgrade to the latest browsers.				
JavaScript				
This site uses a limited amount of JavaScript. In some applications and Web pages, JavaScript lessential to proper functionality of the Web page. Please have JavaScript support funced on of download a third party JavaScript Engine. In the case of Internet Explorer, if you need to download a JavaScript Lessential to proper functionality of the Web page. Please have JavaScript Support funced to download a third party JavaScript Lessential to proper functionality of the Web page. Please have JavaScript Support funced to download a third party JavaScript Lessential to download a JavaScript Lessential to proper functionality of the Web page. Please have JavaScript Support funced to download a third party JavaScript Lessential to download a JavaScript Lessential to download a functionality of the Web page. Please have JavaScript Lessential to download a third party JavaScript Lessential to download a JavaScript Lessential to download a functionality of the Web page. Please have JavaScript Support functionality of the Web page. Please have JavaScript Support functionality of the Web page. Please have JavaScript Support functionality of the Veb page. Please have JavaScript Support functionality of the Veb page. Please have JavaScript Support functionality of the Veb page. Please have JavaScript Support functionality of the Veb page. Please have JavaScript Support functionality of the Veb page. Please have JavaScript Support functionality of the Veb page. Please have JavaScript Support functionality of the Veb page. Please have JavaScript Support functionality of the Veb page. Please have JavaScript Support functionality of the Veb page. Please have JavaScript Support functionality of the Veb page. Please have JavaScript Support functionality of the Veb page. Please have JavaScript Support functionality of the Veb page. Please have JavaScript Support functionality of the Veb page. Please have JavaScript Support functionality of the Veb page. Please have JavaScript Support functionality of the Veb page. Please have JavaS				

Press scheduled appointment in the above page



On this page select Consular Service in the last entry. Go to the payment screen and complete payment, print out the receipt. You can choose an available time slots on a date before payment. Please note that in busy times you can sometimes wait up to three weeks for the first available appointment so if this is time critical, then you can come to the Hounslow office as a walk in. Please be prepared to wait up to two hours as a walk in.

What do I need to bring with me to the Consular Office

- Sign the declaration and bring a copy with you by going to <u>https://www.vfsglobal.com/india/uk/pdf/Declaration.pdf</u> and printing it out
- 2. Bring you passport with two free pages and six months at least left before expiry
- 3. Receipt to show payment made for the visa
- 4. Copy of verified visa application and stick your colour passport photo on the blank space at the top and bring a spare photo, paper clipped to the right corner
- 5. Confirmation of the date and time for your appointment
- 6. Special Delivery SAE (Self Address Envelope) usually silver bag and take a photo of the tracking number. 100g extra letter size is £6.50 of stamps (as off 24 September 2018). Do not get it franked as this lasts on 5 working days. Use stamps as this makes it not time dependant.



Indian Visa & Consular Application Centre, Hounslow, London

What to do when I am at the Consular Office

I can only give you details of the Hounslow Office but arrive early to get a space at the rear of the building. The front car park is already designated for staff but it's not obvious in the first instance. There is a great café on the ground floor serving food and beverages.

You need to have your appointment confirmation slip with you to present to the security guard before you can enter the building. The first floor is the Consular Office for processing the visas and you must give your slip to the staff member sitting at the entrance to that office. They will give you a

number and your number will be display on the TV's in front of you when you time is ready. The appointment time is approximate and depends on the volume and the amount of staff on duty.

Make sure that you wait if the staff member at the entrance is away and don't press the ticket machine yourself. The machine has two buttons and I inadvertently press a ticket for a walk up and not a scheduled appointment. I didn't realise that until about an hour after the end of my appointment slot, so be warned.

The numbering system is not sequential or logical so keep looking at the screens as you can't work it out and it's baffling.

Once at the desk, the visa staff member will ask you a few questions about the reason for your visit and ask for the all the paperwork and the SAE

After your visit

Its takes five working days to process and dispatch to you

You have a choice to get them to send you a text message to confirm dispatched which is chargeable They will automatically send you an email confirmation once dispatched which is part of the visa fee

Your visa should like this:

