

TAIWAN BUSINESS VISA

Documents	Particulars
Passports	* The Applicant should have a passport valid for at least 6 months from the date of application.
Photographs	* Two passport-size photographs with white background and 60% face coverage.
Visa Forms	* Online Visa Registration, printed and signed by the applicant. * Signatures for children (below 18 years) to have both parents's signatures along
Covering Letter	* A covering letter from the Applicant addressing The Visa Officer, Taipei Economic and Cultural Center in India * The Covering Letter should brief the profile of the applicants and the purpose of travel with travel dates * Covering Letter can be on a plain paper for individuals and on the company letterhead for officials / sponsored applicants
Bank Statements	* Original 3 months personal and company's bank statements with the seal and signature from the bank on each page. * Bank statements should be of a closing date closer to the date of visa application (A4 size preferred) * Bank statements should be of relevant and active accounts which shows the proof of funds and income
IT Returns	* Latest 3 years Income Tax Acknowledgement / ITR-V (Sara) of individuals and the company
Itinerary / Air tickets	* Return airtickets with all internal flight / train tickets if any
Purpose of Travel / Accommodation	* A invitation should come as a fax from Taiwan with Taiwan Companies fax number showing on it. It should also mention the travel dates on which the applicant is traveling. This invitation should be signed manually as signatures in form of a stamp will not be acceptable. *Details of the contact person in Taiwan. * Covering Letter from Indian company mentioning purpose of visit, designation of the visitor, and the intended duration and days of stay (if applicants require multiple-entry visa, tentative traveling dates should be mentioned). *Indian Company's registration and certificate issued by the India government or Import/ Export License issued by the Reserve Bank of India. *Indian Company's bank statement for 3 months with Original bank stamp and ITR for 1 year. *Proof of Transaction, e.g. LC/remittance receipts/business correspondence between trading parties, if any. * Confirmed hotel reservations
Supporting Credentials	Businessmen: * Proprietorship certificate / Certificate of Registration / Memorandum of Association, Articles of Association / Partnership Deed * NOC from other partners or Directors in case of partnership Employees: * Leave sanction letter from the company (from the Government body in case of Government employees / public servants) * Last 3 months Salary Statements (only for Private firms) * Company ID card (optional) * Retirement Certificate or Letter / Copy of Pension Book (for retired employees) Students: Leave sanction letter from the educational institution (for travel during working days) Bonafide Certificate from the educational institution (for travel during vacations) * School/ College ID card (optional) Newly Wed / Honeymooners (if the spouse's name is not endorsed in their passports): * Marriage Certificate (Original) * Wedding Invitation card / Photographs (in case the marriage certificate is not ready) Children travelling and unaccompanied by both the parents / either parent * A notary attested NOC on a stamp paper from both / either of the parent respectively if both/either of them unaccompany * Passport copies / copy of both / either of the parents Travellers unaccompanied by spouses/partners * A notary attested NOC on a stamp paper from the unaccompanied spouse * Passport copy of the unaccompanied spouse. If not a passport holder, any Govt ID Proof mentioning spouse name can be submitted. Additional supporting documents if available * FD Receipts from banks * Public shares / debentures certificate * Asset evaluation report from a CA
Disclaimers	* The above list of documents are the standard requirements for the visa application. The Embassy / Consulate/ High Commission/ Application Centres hold the rights to demand further documents for verification. * The Embassy / Consulate / High Commission hold the rights to call the applicant for a Personal Interview if needed * BPVS offers Visa Facilitation services to our customers against a Service Fee * BPVS at no stage guarantees the outcome of any visa application. The decisions on the Visa applications would be at the sole discretion of the respective Embassy/ Consulate / High Commission

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