



UNITED KINGDOM

Note – United Kingdom Embassy has no Jurisdiction to Apply visa.

To, The British High Commission - Shantipath, Chanakyapuri, New Delhi, 110021 India.

Important Information: - Please read the following information thoroughly and make sure that you fulfill all the requirements established by British high commission law, to avoid any delay in the process.

Important Guidelines for UK Tourist Visa Application

- 1. Application Timeline:**
Visa applications must be submitted **minimum 5-6 (five to six) weeks prior to the intended date of travel**. There are options for fast track process by Embassy with additional cost.
- 2. Complete Documentation:**
Incomplete visa applications will not be accepted. Please ensure that all required documents are provided at the time of submission.
- 3. Accuracy of Information:**
Providing **false or misleading information** on the visa application form or during the visa interview may result in **permanent ineligibility to enter the United Kingdom**.
- 4. Visa Decision Responsibility:**
Visa issuance is solely at the discretion of the British Embassy. SHREE SWAMINARAYAN TOURISM is **not responsible** for any visa refusal, rejection, or delay in processing.
- 5. Document Format:**
For the UK visa process, **all documents must be printed on A4-size paper**. Applicants and their family members are required to personally **submit their documents at the local VFS Centre**.

H.O. : A-315, Advance Business Park Complex, Opp. BAPS Shree Swaminarayan Temple, Shahibaug, Ahmedabad – 380004

CONTACT NO. : 9510110029/7359100028/9723527690

NIKOL B.O. : 206, SAROVAR PLAZA, ABOVE SALES INDIA, GANGOTRI CIRCLE. MO. : 7359100039/7359100029

Branch office : Surat ,Rajkot, Vadodara, Mumbai



6. **Biometric Requirement:**

All applicants, regardless of nationality, must **personally visit the local VFS Centre** to complete the **mandatory biometric (fingerprint) process**.

During peak tourist seasons, this procedure may take a longer time.

Note: On the day of your appointment, ensure your fingers are **free from henna (Mehndi), cuts, or any marks** that may interfere with fingerprint scanning.

7. **Purpose of Tourist Visa:**

A **tourist visa** permits individuals to enter the United Kingdom **solely for tourism, leisure, or family visit purposes**.

8. **Additional Information:**

For more details, please visit our website:

<https://www.shreeswaminarayantourism/visa>

9. **Visa Questionnaire Form:**

Each applicant must **individually complete and sign** the Visa Questionnaire Form. This form assists our Visa Team in accurately filling out your online visa application.

10. **Online Application Process:**

SST Visa Team will complete the **online visa application form** on your behalf and share it with you for review.

Once you confirm that all details are correct and authorize us to proceed, we will **submit your visa application online. After submission of visa form no changes can be done.**

11. **Visa Fees:**

Visa fees, as applicable, will be **filled and paid online by** "SHREE SWAMINARAYAN TOURISM" during the online submission of your visa file.



12. Cover Letter:

A **cover letter explaining the purpose of travel** must be provided by the main applicant:

- On **business letterhead** (if applicable), or
- On a **formal letter** signed by the main applicant, along with their **designation and company stamp** (if any).

13. Processing Time:

The standard UK visa processing time is approximately **22–25 calendar days**.

However, processing duration depends on individual applications and **the discretion of the UK High Commission**.

We will notify you as soon as we receive any update from the Embassy.

14. Visa Fee Payment:

Visa fees must be **paid in advance** prior to submission of your visa file.

An **invoice will be provided** as per your requirement (in your personal or company name).

15. Travel Bookings:

Applicants are **strongly advised not to purchase non-refundable flight tickets or accommodation** until a visa decision has been made.

SHREE SWAMINARAYAN TOURISM will not be responsible for any loss arising from advance travel bookings.

- ❖ **Visa fees:** _____/- INR. (Embassy fees).
- ❖ **VFS fees:** _____/- INR. (Document scanning + Courier return).
- ❖ **SST Service charge:** _____/- INR. (GST Included (%)).

Total Amount: _____/- INR (Include All)

Tourist Visa	<u>YES</u>	<u>NO</u>
<p>➤ <u>Passport:</u></p> <ul style="list-style-type: none"> Valid passport with all old passports. <p>You need minimum one page in your passport that's back to back sides for your visa stamping.</p> <p>Note - passport should be valid minimum 6 months from the date of Return.</p>		
<p>➤ <u>Financial Documents:</u></p> <ul style="list-style-type: none"> C.A. Certificate (WEALTH REPORT) of your total Movable/Immovable Property.(Advisable for first time travelers) Movable investments proof (Stocks holdings, LIC, Mutual Funds, PPF, Fix Deposits, Senior Citizen Saving Scheme, Insurance & Bond's etc.....) A4 size paper print or Xerox copy & only in English translation. Immovable investments proof (Valuation report, tax bill, electricity bill, allotment letter, Society letter, Maintenance bill, 7/12 Form & index copy etc.....) A4 size paper print or Xerox copy & only in English translation. 6 months Personal Saving Bank Statement with sufficient funds available. Updated till the date with bank original sign & stamp and only on A4 size paper (Per person 04-05 lakh Minimum). Personal Income Tax returns Acknowledgement page with computation sheet for last 3 years. 		
<p>➤ <u>If applicant is Self-Employee:</u></p> <ul style="list-style-type: none"> Company Visiting card. 3 Page GST Certificate with name/ Memorandum/ Partnership Deed / MOA / MSME / MCA or Any other Business Registration. Company Income tax return's last 3 years Acknowledgement page with computation sheet. Company current account statement for last 3 months with original bank sign & stamp. 03 Blank Business Letterheads with the original designated company stamp. For typing all these details (passport, profession, upcoming tour, financial and family background). 		

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<p>➤ <u>If applicant is Employee:</u></p> <ul style="list-style-type: none"> • Pay Slip (Last 3 months Updated) / Form no 16 / Salary Certificate with Sign & Stamp of Company on company letterhead. • 06 Month Salary bank statement. Updated till the date with bank original sign & stamp and only on A4 size paper. • NOC & leave sanction letter With Sign & Stamp of Company on company letterhead. • P.F statement (if have) G.P.F (for Government Employee). 		
<p>➤ <u>If applicant is Retired:</u></p> <ul style="list-style-type: none"> • Retirement letter from Employer / Pension payment order (PPO). • Pension bank Statement. Provident Funds slips. 		
<p>➤ <u>If applicant is Student:</u></p> <ul style="list-style-type: none"> • Bonafide certificate from School / College or institute. ID card copy. 		
<p>➤ <u>Extra Documents:</u></p> <ul style="list-style-type: none"> • Other Family Member's Aadhaar / Passport Copy (for Family ties). • If divorce - Divorce deed in English. • If spouse name not mentioned in passport then Marriage Certificate. • For honeymooner Marriage invitation card along with engagement/wedding photos. <p>➤ If widow/widower- Death certificate of spouse in English.</p>		
<p>➤</p>		



<p>➤ Application Process:</p> <p style="text-align: center;"><u>VFS Appointment & Submission Guidelines</u></p> <ul style="list-style-type: none"> ● Once all required documents are complete, we will fill out the online visa application form and share it with you for review. After receiving your confirmation, we will schedule your biometric appointment at the VFS Centre as per your preferred date and time and city. ● On the day of the appointment, all applicants must visit the local VFS Centre in person with all required documents and both current and previous original passports. ● At the VFS Centre, your documents will be scanned, and a live photograph will be taken at the counter. ➤ After the scanning process, all original documents will be returned to you. <i>(If your Europe visa is also to be processed through us, please hand over all these documents to SHREE SWAMINARAYAN TOURISM at this stage.)</i> ● Biometric data (fingerprints) will then be collected at the VFS Centre. ● All visa application fees are paid online in advance; therefore, no payment is required at the VFS Centre. ● If you choose to avail of any optional services offered by VFS at the time of submission, the charges must be paid directly at the VFS Centre. <i>SHREE SWAMINARAYAN TOURISM will not be responsible for or cover any additional service charges.</i> 		

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Note: Visa Fees & VFS Fees are subject to change without any prior notice by Embassy and VFS.

➤ Process Time: Application gets referred and collection depends on approval and visa stamping takes minimum 22-25 working days after approval no fix collection date.

Note: Passport courier address please mention SST office address

SHREE SWAMINARAYAN TOURISM - Head Office (Ahmedabad)

Address: 2 A-316, ADVANCE BUSINESS PARK, OPP BAPS SWAMINARAYAN TEMPLE, SHAHIBAUG, Ahmedabad, 380004, Gujarat, India.

Note:

I believe that SHREE SWAMINARAYAN TOURISM is not giving guarantee for granting visa and also not responsible for refusal of granting visa for any reason by immigration authority.

Note:-

Thank you.

Applicant Signature:

Date: / / .

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