



Prepared by Kolkata Holidays Visa Desk | +91 98301 73282 | info@kolkataholidays.co.in

A practical document guide prepared by Kolkata Holidays. Use this checklist before submitting your application.

Processing time:	3-5 working days
Starting price:	INR 2,800
Purpose:	The appropriate Sri Lankan travel authorisation supports tourism, business, transit, study or medical visits.
Important information:	Apply with the same passport you will use to travel and keep your ETA or approval confirmation accessible.

DOCUMENT CHECKLIST

- ☐ Passport valid for the required period
- ☐ Two recent photographs as per specifications
- ☐ Completed visa application form
- ☐ Last six months bank statements
- ☐ Flight reservation and return itinerary
- ☐ Hotel booking or invitation letter
- ☐ Travel insurance, where required
- ☐ Cover letter and employment documents

BASIC REQUIREMENTS

- ☐ Original passport with sufficient validity
- ☐ Recent passport-size photograph
- ☐ Recent bank statement or financial proof
- ☐ Confirmed or reserved flight itinerary
- ☐ Hotel reservation or host address
- ☐ Signed cover letter explaining the trip
- ☐ Employment or business documents

PASSPORT REQUIREMENTS

Minimum validity:	At least 6 months from arrival
Blank pages required:	At least 2 blank pages
Passport condition:	Original passport in good condition



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PHOTOGRAPH REQUIREMENTS

Photo size:	35 mm x 45 mm
Background colour:	Plain white background
Face percentage:	Face clearly visible and centred
Resolution:	Recent high-quality colour image
File size:	Up to 2 MB
Format:	JPEG

VISA TYPES AND PROCESSING

Tourist Visa:	Processing: 5-10 working days Validity: Usually 60-90 days from issue Stay: Up to 30-60 days per visit Entry: Single or multiple entry Fee: INR 2,800
Business Visa:	Processing: 7-12 working days Validity: Usually 90 days to 1 year Stay: Up to 30-90 days per visit Entry: Single or multiple entry Fee: INR 4,500
Student Visa:	Processing: 10-20 working days Validity: For the course duration Stay: As approved by the institution Entry: Multiple entry Fee: INR 7,000
Transit Visa:	Processing: 3-7 working days Validity: Usually 15-30 days Stay: 24-96 hours Entry: Single entry Fee: INR 1,800
Medical Visa:	Processing: 7-15 working days Validity: Usually 60-180 days Stay: As approved for treatment Entry: Single or multiple entry Fee: INR 5,000

EMBASSY AND CONSULATE

Embassy:	High Commission of Sri Lanka K-7, Kautilya Marg, Chanakyapuri New Delhi 110021
Consulate:	Deputy High Commission of Sri Lanka 10A, Ho Chi Minh Sarani, Kolkata 700071
Working hours:	Monday-Friday, 9:00 AM-4:30 PM
Contact:	Phone: +91 11 2301 0201 Email: info@slhcdelhi.org

Important: Visa rules, fees and processing times can change. Confirm the latest requirements with the relevant embassy before submission. Kolkata Holidays provides guidance and application support; approval is decided by the relevant authority.