



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:	5-7 working days
Starting price:	INR 6,500
Purpose:	UAE visas allow eligible travellers to visit for tourism, business, transit, study or approved medical treatment.
Important information:	Visa validity and permitted stay depend on the sponsor, nationality and visa type. Do not overstay and keep your return itinerary available.

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:	Undamaged passport with clear bio-data page



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PHOTOGRAPH REQUIREMENTS

Photo size:	45 mm x 35 mm
Background colour:	Plain white background
Face percentage:	Face should cover 70-80% of the frame
Resolution:	Clear, sharp and high resolution
File size:	Up to 1 MB digital copy
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 6,500
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 8,500
Student Visa:	Processing: 10-20 working days Validity: For the course duration Stay: As approved by the institution Entry: Multiple entry Fee: INR 12,000
Transit Visa:	Processing: 3-7 working days Validity: Usually 15-30 days Stay: 24-96 hours Entry: Single entry Fee: INR 3,500
Medical Visa:	Processing: 7-15 working days Validity: Usually 60-180 days Stay: As approved for treatment Entry: Single or multiple entry Fee: INR 9,000
Conference Visa:	Processing: 5-10 working days Validity: Usually 30-90 days Stay: Up to 30 days Entry: Single entry Fee: INR 7,500

EMBASSY AND CONSULATE

Embassy:	Embassy of the United Arab Emirates EP-15A, Chandragupta Marg, Chanakyapuri New Delhi 110021
Consulate:	Consulate General of the UAE 19, Altamount Road, Mumbai 400026
Working hours:	Monday-Friday, 9:00 AM-3:00 PM
Contact:	Phone: +91 11 4322 2222 Email: newdelhiemb@mofa.gov.ae

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.