

Malta : VFS Malta Visa Application Centre Mumbai  
Address : 2nd Floor, Aurum House, Plot no. 25, Dadyseth Lane, Chowpatty Band Stand,  
Near Bombay Garage,  
Babulnath, Mumbai - 400 007  
Tel: +91- 22 – 65220807  
Email : [infomalta.westin@vfshelpline.com](mailto:infomalta.westin@vfshelpline.com)  
Website: <http://mt.vfsglobal.co.in>

#### Tourist Visa:

- \* Original Passport with minimum 6 months validity (Attach all the old passports if applicable)
- \* 2 Forms
- \* 2 Photos with white background with 3.5 x 4.5, matt finish, white background and facial appearance to be  
Covered 85% of the photo
- \* Covering Letter on Pax Original Company letterhead from the Pax stating the purpose & duration of visit
- \* Last 3 years IT papers (Co's as well as Personal)
- \* Last 6 months Bank Statements (Co's as well as Personal – Showing maximum balance)
- \* Company Registration Certificate, Partnership Deed, Memorandum of Articles of Association, Certification of Incorporation, etc....
- \* Bonafide Certificate of Children studying in School OR College
- \* Hotel Confirmation from Malta along with Hotel Telephone Number, Fax Number,
- \* Day to Day Tour Itinerary
- \* Overseas Medical Policy (Covering EURO 35,000/-)
- \* Return Confirmed Tickets
- \* Foreign Exchange Endorsement OR International Credit Card Copy
- \* Salary slip (original and photocopy - last 3 months)

#### Person Employed/Salaried (Tourist & Business Purpose)

1. Letter from employer stating designation, date of employment, salary per month and leave sanctioned letter.
2. Employment contract/salary slip of last 6 months (if applicable)
3. Income tax returns form for last 3 yrs + 1 photocopy of the same.
4. Original sponsorship documents and corresponding document of the sponsors as per embassies instructions

#### Business Visa:

- \* Original Passport with minimum 6 months validity (Attach all the old passports if applicable)
- \* 2 Photos with white background with 3.5 x 4.5, matt finish, white background and facial appearance to be

Covered 85% of the photo

- \* Covering Letter on Pax Original Company letterhead from the Pax stating the purpose & duration of visit
- \* Last 3 years IT papers (Co's as well as Personal)
- \* Last 6 months Bank Statements (Co's as well as Personal – Showing maximum balance)
- \* Company Registration Certificate, Partnership Deed, Memorandum of Articles of Association, Certification of Incorporation, etc....
- \* Recommendation letter from Chamber of Commerce
- \* Bonafide Certificate of Children studying in School OR College
- \* An invitation letter from concerned authority from Malta requesting for a Visa.
- \* Overseas Medical Policy (Covering EURO 35,000/-)
- \* Return Confirmed Tickets
- \* Foreign Exchange Endorsement OR International Credit Card Copy

Visa Fees : Rs.4070/-

VFS Service Charge : Rs.607/-

Note: Time Taken 13 working days

Submission of Application/ Passport Collection:

0900 - 1200: Applicants / Representatives / Travel Agents

1300 - 1600 : Applicants / Representatives

1300 - 1600 : Collection of Passports

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