



New Delhi Visa Office, Embassy of Ireland Supplementary Other Application Form

**You MUST complete this form in full. If there are significant omissions your application may be returned to you WITHOUT a decision, or REFUSED for failing to supply sufficient information.
If there is insufficient space in any section please attach a separate sheet.**

| Declaration | | | |
|---|--|-----------------------|--|
| Surname | | Given Name | |
| Passport Number | | Visa Ref. No. | |
| Passport expiry date * | | Place of birth | |
| Date of Birth | | Nationality | |
| <p>*If your passport expires within 6 months of making your visa application, you will need to apply for a new passport before making your visa application. Your passport must be valid for 6 months from the date that you intend to leave Ireland.</p> <p>I hereby apply for a visa to visit Ireland. In signing this declaration I am undertaking that: I understand the questions and content of this form. The information I have given is true and correct. All documentation I am submitting with my application is authentic and does not contain any false or misleading information. Where any documents are not in English I have included a notarised translation.</p> <p>I understand that providing false and misleading documents or information may lead to my application being refused without the right to an appeal and I confirm I will observe the conditions of my visa (if granted). I will not attempt to enter Northern Ireland, the United Kingdom, or any other State without obtaining the necessary visas from the relevant authorities and I will leave Ireland on the expiry of my permission.</p> <p>I understand that any breach of these conditions may lead to my removal from the State.</p> | | | |
| Signed | | Date | |

| For Office Use Only | Date received | SOAF Completed | Invitation letter from sponsor | Employment or education letter, pay slips - applicants | PCC for 1 st time traveller | travel Ins | Bank a/c - applicants | Applicant's itinerary | Sponsor's bank a/c | Passport declaration to submit entry stamps on return | Travel date | Immigration checks |
|---------------------|---------------|----------------|--------------------------------|--|--|------------|-----------------------|-----------------------|--------------------|---|-------------|--------------------|
| | | | | | | | | | | | | |

Personal and Family Details

| 1. Personal Contact Details | | | | |
|---|-----------------------|-------------------------------|---|---------------------------|
| Mobile | | Landline | | |
| Drivers licence no | | Voter card no | | |
| Your TIN No (if applicable) | | Your GST no (if applicable) | | |
| Valid Email Address | | | | |
| Current Address | | | | |
| 2. Immediate Family Members Details (Parents, Spouse & Dependent Children) | | | | |
| Full Name | Relationship | Occupation | Phone & Email Address | Permanent/current address |
| | | | | |
| | | | | |
| 3. Do you have any family members living in Ireland? If yes, provide details | | | | |
| Full Name | Relationship | Occupation | Phone & Email Address | GNIB No/IRP |
| | | | | |
| | | | | |
| 4. Do you have family members living in any other country? If yes, provide details below | | | | |
| Full Name | Relationship | Occupation | Phone & Email Address | Permanent/current address |
| | | | | |
| | | | | |
| 5. If you have EVER been refused a visa for any country provide details below. | | | | |
| Country | Application reference | Date and place of application | Visa Type and main refusal reason: (enclose a copy of the refusal letter) | |
| | | | | |
| | | | | |
| 6. If you have EVER been refused entry to, or required to leave any country provide details below | | | | |
| Country | Date | Details | | |
| | | | | |
| | | | | |

7. If you are a student - Provide details of your education and qualifications

| Name of School/College/university | Dates from/to | Qualification obtained, graduation date & Name of Education Board | Contact Details Address/Email/Tel/Website |
|-----------------------------------|---------------|---|---|
| | | | |

8. If you are employed or self employed- Provide details of your employment history

| Name of Employer | Dates from/to | Position and salary | Name & Contact Details of contact person |
|--------------------|--------------------|-----------------------------------|--|
| | | | |
| Employer's address | Employer's website | Employer's TIN No (if applicable) | Employer's GST No (if applicable) |
| | | | |

9. Provide details of who you intend to visit in Ireland

| Name of Host | Host's Address | Reason for visiting Ireland |
|--|--|---|
| | | |
| Mobile/Tel number | Email address | Have you submitted the invitation letter and itinerary |
| | | |
| How long will you be in Ireland for | Have you visited Ireland before? | Have you submitted your employer's letter (if applicable) |
| | | |
| Applicant's Occupation & place of work | Applicant's bank name – is this an online internet bank account? | Applicant's ITR Pan No & ITR E-Acknowledgement number |
| | | |
| Sponsor's date of birth | Sponsor's bank name – is this an online internet bank account? | Sponsor's ITR Pan No & ITR E-Acknowledgement number |
| | | |
| Are you are participating in a tournament, sporting event, performance event or attending a ceremony or any other kind of event? | Have you submitted an invitation letter from the host in Ireland for this event? | Have you submitted a letter from your sponsor or host and evidence of your previous participation at such events? |
| | | |

10. If you are using the services of an Agent please complete here

| | | | |
|---------------------|--|-----------------|--|
| Company Name | | | |
| Contact Name | | | |
| Email | | Landline | |



New Delhi Visa Office, Embassy of Ireland

Supplementary Other Application Form Guidance

You **MUST** complete this form in full. . This form will also be used by VFS if you avail of the VFS Check & Verify Service to verify your application. If there are significant omissions your application may be returned to you **WITHOUT** a decision, or **REFUSED** for failing to supply sufficient information.

If there is insufficient space in any section please attach a separate sheet.

You must submit all the relevant documentation with your application for verification purposes. The Visa Office will not contact you if there are missing documents and this may lead to a refusal if the application cannot be verified.

THIS APPLICATION FORM IS TO BE COMPLETED IF YOU INTEND TO VISIT IRELAND IF YOU INTEND TO PARTICIPATE OR ATTEND A TOURNAMENT, PERFORMANCE, EVENT OR FOR ANY OTHER REASON

The 1st page must be fully completed, signed and dated by the applicant. The For Office Use Only box at the bottom of the form is to be left blank for the New Delhi Visa Office to complete.

Page 2:

- A valid mobile number must be provided for the visa office to contact you.
- Use an additional page if this is required for part 2, 3 and 4.
- If you have a drivers licence, voter card, TIN or GST number these must be provided and a copy submitted to the Visa Office

Page 3:

- You must provide full disclosure of any adverse immigration history in part 5 and 6. Failure to do so will result in your application being refused and a five year ban preventing you from making an Irish visa for five years.
- All your education details should be completed in part 7 if you are a student.
- All your employment details need to be completed in part 8 if you are working. If your employer has a TIN or GST number this must be provided on the form.

Page 4:

- Complete the host details in part 9.
- Complete the Sponsor details if the sponsor's details are being verified by VFS Check & Verify Service.
- If you used an agent to apply for an Irish visa and submit your application, then you must provide all these details in part 10 on page 4.



Visa for Ireland - India

How to present your documents to the New Delhi Visa Office

You must tab your application from 1 to 11 in the following order (with 1 being the top document and 11 being the last document) when you are submitting your application to VFS/Consulate or the New Delhi Visa Office in order for the Visa office to be able to consider your application in an efficient manner. If it is not tabbed in the order outlined below, it may take longer to process your application.

| | | | |
|-----|-------------------------------------|---|--|
| 1. | Application Summary | Avats Summary Sheet | Signed avats summary sheet |
| | | VFS cover sheets | Signed Visa Ireland Cover sheet |
| | | VFS Check and Verify documents | Signed C&V Forms |
| | | | C&V reports |
| | | Supplementary application form | Fully completed |
| | | Police Clearance Certificates | If applicable |
| | | Immigration Documents | Previous refusal letters, immigration letters, residence cards from the applicant |
| 2. | Host in Ireland Documents | Invitation letter from host | Any documentation relating to the visit from the host in Ireland |
| | | Immigration Documents | Passport copy of host. Current and previous immigration letters & residence card of host if they are not an EEA citizen |
| | | Accommodation details | If the person is going to Ireland as a tourist |
| 3 | English language test result | If applicable | Required for students and some employment visas |
| 4. | Insurance cover | Travel insurance | For short stay applications |
| | | Medical insurance | For long stay applications |
| 5. | Applicant's cover letter | Applicants letter | Required for all applications |
| | | Agent/legal letter | Signed authorised letter from applicant is required stating the applicant is using an agent or legal rep |
| 6. | Financial documents | Required for all applicants | Financial documents from Applicant |
| | | | Financial documents from sponsor/host if the sponsor or host is providing financial support for this trip |
| 7. | Employment Documents | Required for all applicant who are working | Employment letter, payslips, tax certs from applicant |
| | | | Employment letter, payslips, tax certs from sponsor/host if the sponsor or host is providing financial support for this trip |
| 8. | Educational documents | Required for student and some employment applications | All educational documents from the applicant |
| 9. | Applicant's passport | Copies of all passport pages | Current and previous passports |
| 10. | Miscellaneous | All other documents submitted | Any other documents which do not come under any of the above headings. |