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1.	Fill Online Application Form (Mandatory to fill the applicant's Email id & mobile #) with Signature Attach 2 Photographs (Size 5.5 cm X 5.5 cm) with white background.
2.	The Travel Document Should be valid for at least 6 months (recommended 09 months) Passport must have at least 2 blank pages
3.	MUST submit ALL <b>PASSPORTS</b> that you hold (Including current/old/cancelled/expired/ special)
4.	<p><b>Must enclose the following documents:</b></p> <ul style="list-style-type: none"> <li>a) Covering Letter from the Applicant for the travel/ If owner of the company provide Letter head <b>(In Original)</b> mentioning - Name, Designation, Passport No., D.O.J, Purpose of travel, Duration of stay, website and signed by applicant with contact details.</li> <li>b) In case of business owner (Incorporation Certificate, GST Certificate).</li> <li>c) Approval Letter/ NOC from the place of work for your travel <b>(In Original)</b> mentioning - Name, Designation, Date of Joining, Passport No., Purpose of travel, Duration of stay, and signed by authorized signatory with contact details (Company Website and Email id).</li> <li>d) <b>In Retired:</b> Retirement proof and pension copy.</li> <li>e) If invited by a friend / relative in Israel attach Invitation letter in Hebrew alongwith the ID copy and contact details of the invitee.</li> <li>f) If invited by person who's working/ studying in Israel, attach Invitation letter from the Employer/Academic institute/University for the family members along with invitee's Passport copy and valid visa copy (With Complete Contact Details of the Invitee).</li> <li>g) Salary Slip for the last 4 months.</li> <li>h) Tour Program (Day-to-Day Itinerary) including Hotel Reservation.</li> <li>i) Travel Ticket -Booking (NOT CONFIRMED TICKET)</li> <li>j) Travel and Medical insurance.</li> <li>k) Personal Bank A/c statement for the last 4 months. (If Salaried then salaried bank A/c Statement).</li> <li>l) If the applicant has a Business/ company's Account, please also attach a copy of that account (for last 4 months) and a copy of <b>PAN Card</b> for the company.</li> <li>m) Photocopy of Aadhaar Card and Current valid Passport (1<sup>st</sup> &amp; Last Page).</li> <li>n) Copy of Income Tax Return (If Applicable).</li> </ul>

### **IMPORTANT REMARKS**

1. Submit all the above mentioned documents Only in A4 size and not in back to back format.
2. If Married, then Passport must be updated with the spouse name. If not updated then provide Marriage Certificate/ any other ID with updated spouse name.
3. In Case of Divorce/Widow then will have to provide the supporting documents for the same.
4. **IN CASE OF MINOR ACCOMPANYING PARENTS: -**
  - a) Need original Birth Certificate with Apostille (attested by MEA).
  - b) Parents (Father & Mother) need to visit IVP at the time of submission for signing the Minor consent form **(Only for Delhi)** and **For Mumbai and Bengaluru** (Parents (Father & Mother) need to visit consulate office for signing the Minor consent form upon appointment).
  - c) In case one of the parent is not in India then he/ she must sign the Minor consent form at Embassy of Israel in that particular country.
5. Embassy may ask for additional documents or request for the Interview.