

Date:

Place: Chennai/Hyderabad

**Checklist for Employment visa with ZAV/BA approval letter**

<b>Sr No</b>	<b>Documents, 2 complete application sets</b>	<b>Yes</b>	<b>No</b>
1	Signed and properly filled application form		
2	Declaration form true and complete information, signed		
3	Signed cover letter of applicant		
4	Annexure		
5	Pre-approval of Federal Employment Agency (Bundesagentur für Arbeit), not more than 6 months old (date of issuance)		
6	Work contract or confirmation letter (signed )		
6	University and school certificates (degree certificates, all individual semester result sheets)		
7	Deputation order from the Indian company (if applicable)		
8	Letter from the German Employer (if applicable)		
9	Proof of qualification, BA or Master degree (if applicable)		
10	All work, experience certificates		
11	Applicant's passport copy, both data pages		
12	Travel health insurance for 6 months/German national health insurance		

Applicant name:

Passport number:

Signature:

VFS staff member:

Signature:

Notes: