



OFFICIALLY AUTHORISED BY THE
SINGAPORE CONSULATE IN MUMBAI
SINCE 2010

VISA DOCUMENTS REQUIRED

A signed authority letter is MANDATORY with all documents

Visa application form (FORM 14A)

- FORM 14A NEED TO BE FILLED INDIVIDUALLY BY EACH APPLICANT AS PER THE PASSPORT
- Signature on the form should match the passport.
- **In case of child/infant**, if there is thumb impression on the passport then there had to be left hand thumb impression on the form along with both parent's signature]
- Entire form needs to be filled in one ink along with the signature only (Blue/Black)
- Whitener is strictly not to be used on the form.
- All pages on Form 14A(Printed or Handwritten) are to be acknowledged (signature/ thumb print) by the applicant at the bottom right of each page.

Air ticket & accommodation

- No longer a mandatory requirement. Although, if the applicant wishes, if they are available they may submit it as part of their supporting documents.

Passport size Photo

- 2 copies
- 35mm x 45mm
- White background
- 80% face cover
- Semi- matt finish paper
- Headgear worn in accordance with religious customs is acceptable but must not hide the facial features

** Should not be more than three months old or previously used for a Singapore E-visa

Original Passport - minimum validity of 6 months & 3 blank pages

- Copies of passport bio-data pages (photo page and address page should be attached with each case)

Covering Letter - must contain the following point

- Name and passport numbers of passengers travelling together.
- Date of travel to Singapore.
- Details of land itinerary and place of stay in Singapore along with sponsor's detail.
- Applicant's contact details (contact numbers and email address)
- Applicant's employment details.
- Details of Local Sponsor (if applicable)

NOC CERTIFICATE

- For students/minors traveling to Singapore alone, student ID proof along with both parents NOC is mandatory.
- Along with NOC parents valid photo ID proof (copy) need to be submitted

Bank Statement

- Last 6 months of your Current/ Savings Account

Invitation letters need to be provided on V39A FORM need to be filled for a business visa application.

EFFECTIVE MARCH 17, 2025, CASES SUBMITTED BY SUB-AGENTS WILL REQUIRE ADDITIONAL PASSENGER IDENTITY AUTHENTICATION VIA VIDEO CALL OR AN ELIGIBLE ALTERNATIVE. ENSURE THAT CONTACT DETAILS ON THE FORM ARE ACCURATE FOR SUCCESSFUL COMMUNICATION.

We accept passports issued from the following states:

Maharashtra, Gujarat, Goa, Madhya Pradesh, Orissa and Chhattisgarh

We will require additional documentation incase the passport is issued otherwise



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Please take note

- 1) Visa processing time is 3-5 working days (Exc. the day of submission, Saturday, Sunday & any Public Holidays)
- 2) Physical passports will remain in custody of our visa office during the visa application process and can only be collected by an authorised party. *
- 3) The decision of final visa approval or rejection is solely with the Singapore Consulate and all charges and service fee will be applicable regardless of the decision.
- 4) The passport will not be returned until the completion of bill payment.*
- 5) We only accept bank transfer & UPI payments. **NO CASH PAYMENTS**
- 6) URGENT VISAS CAN ONLY BE PROCESSED WITH THE CONSULATE IN CASE OF A MEDICAL OR FAMILY EMERGENCY WITH VALID SUPPORTING DOCUMENTS FOR A REQUEST TO THE CONSULATE FOR THEIR EXCEPTION.

*WE FOLLOW ALL RULES & GUIDELINES DIRECTED TO US BY THE CONSULATE OF SINGAPORE & DO NOT MAKE ANY EXCEPTIONS.



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CONTACT US:

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BANK DETAILS

BANK: KOTAK MAHINDRA BANK

GALAXY TRAVELS

OUR A/C NO. 7949325072

IFSC: KKBK0000721