

Checklist (C-4) Employment Visa

(Less than 90 days)

SN	Documents	Details	Checked by Applicant	Remarks
1	Passport	Original Passport (Validity: 6 months or more)		
2	Application Form	Online Filled Form from Korea Visa Portal (signed by applicant)		
3	Invitation Letter	From Korean Company		
4	Business Registration	Business Registration Certificate (Korea)		
5	Company Contract Copy	Contract copy between Indian and Korean company/individual		
6	Occupation Proof	Employment Certificate / Dispatch Letter		
		Salary Slips (6 Months)		
7	Income Tax Return (Explanation letter if no ITR)	Income Tax Return (2 Years)		
8	Bank Statement	Personal Bank Statement (6 Months)		
9	Health Condition Report	Form available at Visa Application Centre and Online, https://www.visaforkorea-id.com/assets/pdfs/health-condition-report-form.pdf		
10	Declaration Form	Form available at Visa Application Centre and Online, https://www.visaforkorea-id.com/assets/pdfs/Declaration.pdf		
11	Additional Documents	If you wish to attach any additional documents at the end		
12		Agents: Agency Employment ID Card / Representative: Govt approved ID		