

Morocco - Seminar/Conference Visa Checklist

Sr. No.	Required Documents	Yes/No
1	Visa Application form duly type written. Mandatory applicants Phone & Email contact details even if submitted by an Agent.	
2	Original Passport with at least 3 months validity (from the date of submission of Visa application) and 1 blank page. A copy of the first and last page of the passport is also required.	
3	02 Photos (passport size, white background (4 x 3 cm)) recent and clearly showing facial features.	
4	Original Covering letter from the company or the applicant 1 Original	
5	Original Invitation letter from any Moroccan Company, the signature on the invitation should be legalized by local authorities in Morocco and attested by the bureau of legalization of the Ministry of Foreign Affairs, Morocco, or certified Apostille.	
6	Electronic tickets	
7	Copy of Birth Certificate	
8	Original Personal updated 3 months ORIGINAL Bank Statement duly stamped and signed by the Bank	
9	Original 03 Months' Salary Slip	
10	Photocopy of PAN or ADHAR Card	
11	Proof of Occupation (to be submitted in Original) : • For salaried employees- The original NOC or Leave sanction letter on the letterhead of the company, duly signed and stamped by the authorized signatory of the company. • Self Employed Applicants- Proof of ownership of the business and covering letter on the company letterhead. • Students – Letter from the educational institution confirming that the applicant is a bonafied student. This letter should be in original, duly signed and stamped by the authorized signatory. • Work Certificate • Salary Certificate • Professional Details Also, if an applicant is being sponsored by someone, the applicant's bank statement is not required. The sponsor's Original bank statement, sponsor's letter stating that he will bear the expenses of the applicant, the sponsor's occupation proof (as described above) is required.	
I hereby declare that all information and documents submitted to the Embassy are true and are complete as per requirement		
1. The Embassy has the right to reject an incomplete or damaged application form; or an application with incomplete or unclear or illegible documents.		