



BENCHMARK VISA SERVICES

USA B1 B2 Visa Checklist

1. Passport
 - Valid for at least 6 months beyond the intended stay in the USA.
 - At least one blank page for visa stamps.
2. Visa Application Form (DS-160)
 - Completed and submitted online.
 - Print and keep the DS-160 confirmation page.
3. Photographs
 - One recent passport-sized photo.
 - White background.
 - Size specifications: 2x2 inches.
4. Visa Fee
 - Pay the non-refundable visa application fee.
 - Keep the receipt as proof of payment.
5. Appointment Confirmation
 - Schedule and print the appointment confirmation for the visa interview at the US embassy or consulate.
6. Travel Itinerary
 - Details of your travel plans, including flight and accommodation bookings.
7. Financial Evidence
 - Bank statements for the last 3 months.
 - Proof of sufficient funds to cover the stay in the USA.
8. Travel Insurance
 - Proof of travel insurance covering medical expenses (recommended but not mandatory).
9. Cover Letter
 - A letter stating the purpose of the visit, duration of stay, and detailed itinerary.



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Additional Documents (if applicable):

10. Invitation Letter
 - From a host in the USA if staying with family or friends.
 - Should include host's address, contact information, and relationship to the applicant.
11. Employment Letter
 - From the current employer, stating the position, length of employment, and approval of leave.
 - If self-employed, provide business registration and recent tax returns.
12. Student Documentation
 - For students, a letter from the educational institution confirming enrollment and approved leave.
13. Previous Travel Records
 - Copies of visas from previous travels, if any.

For Business or Conference Visits

Invitation from the USA

Invitation letter from the host company or organization.

Details of the business or conference event

Employment Verification Letter from the employer stating the purpose of the visit and the applicant's role in the company.

Benchmark Incentive and Leisure Travels Pvt. Ltd.

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