

**EMBASSY OF INDIA
MOSCOW**

Advisory: Refund policy- Regular Paper Visa

1. A request for Visa Fee refund will be considered by the Mission only in following cases:-
 - (a) Multiple visa fee payments by mistake for the **same visa application**.
 - (b) Excess payment by the applicant which is more than the prescribed visa fee.
 - (c) If the request for refund in above mentioned cases is received after 3 months, visa fee will not be refunded.

2. The Head of Consular Section is the Nodal Officer to decide all refund claims received in the Mission. Mission will Endeavour to settle all claims with 7 working days on receipt of the refund request as per above/mentioned (a) and (b).

3. In case of any disputed claims, the Nodal Officer in the Mission will approach the CPV Division of the Ministry of External Affairs for a final decision.
