

REQUEST LETTER TO INDIAN MISSION FOR FOREIGN EMPLOYER (FE) REGISTRATION

(For Individual Employers desiring to employ Indian workers for domestic work)

To be completed by the Employer in English language, and uploaded online with the supporting documents at the time of applying through the eMigrate System)

I,

(Full Name of the Employer)

National of

(Name of the Country to which the Employer belongs)

having residential address at

(Complete Address of the Employer and Email)

and having Personal Identification No.

(Passport Number / National Identification No. / Civil ID No.)

issued by

(Name of the Government Authority that issued the Personal Identification No.)

hereby apply for registration of myself as a Foreign Employer (FE) in the eMigrate System of the Government of India, through the Indian Mission in

(Name of the City and Country where the Indian Embassy / Consulate is located)

Certification and Undertakings

2. I certify that the information provided in this Request Letter and in the online application form is correct.
3. I undertake that I shall abide by the rules and regulations as required, from time to time, by the eMigrate System or the Government of India.
4. I undertake that, in case any Indian worker employed by me desires to return to his/her country before completion of the employment contract for any reason, I shall provide the 'No Objection Certificate' or any other document as required, to the Indian Mission officials and to the government of my country, to facilitate the exit of the Indian employee.
5. I undertake that I shall not withhold or confiscate the passport, visa, or work permit belonging to the Indian worker, under any circumstances.
6. I undertake that I shall not falsely implicate any Indian worker and/or register any false case with any government agency or the police against the Indian worker.
7. I undertake that, once the FE registration application submitted by me is approved, I shall not apply for registration of the same organization again, under any circumstances.

Date

Signature of the Employer

Important Notes

1. This Request Letter must be downloaded by the Employer and filled in completely, with the required information and signature, before applying online for FE Registration on eMigrate.
2. The completely filled-in Request Letter must be uploaded by the Employer, along with the other supporting documents, at the time of the online application.
3. The Employer is required to mention the date and sign both pages of this Request Letter, as indicated.
4. This Request Letter must be filled in completely and in the English language only. If the form is not filled completely, or is filled in any language other than English, the Indian Mission officer processing the FE registration application is directed to summarily reject the application.
5. The content of this Request Letter shall not be altered or modified under any circumstance. An application for FE Registration submitted with an altered/modified Request Letter shall be summarily rejected by the Indian Mission.

List of Documents to be Uploaded on the eMigrate System along with the FE Registration Application

Document	✓
1. Request Letter for FE Registration, duly signed by the Authorized Signatory / individual Employer.	☐
2. Copy of Passport / Personal Identification Number / Civil ID issued by a Government Authority, in the name of the Authorized Signatory.	☐
3. Copy of Address Proof.	☐