Consulate General of India
Dubai

FORM FOR INDIAN FEMALE WORKER FOR VACATIONS/EXIT INTERVIEW

CGI Receipt No:_____
IVS/VFS No:_____
Date:_____

Application Submission Date : _____

I, **Ms/Miss**. ....worked as ....
under the sponsorship of **Mr/Mrs /M/s**...
I would like to finally leave for India due to ....

This is to confirm that all dues have been paid to me by my sponsor and nothing is pending. *For further information or queries I can be contacted on my India contact Number 009I-..*

Date of first arrival in UAE under the present sponsorship :	

Date of last interview attended :		*Joining date of duty after vacation :*
Type of exit (Please tick) : **VACATION / EXIT**		*Date of Departure(Exit)*
Salary per month AED		
Bank account details of Indian Female Worker : (Bank name & Account Number)		

Total salary actually paid/received **(AED)**	Details of Bank Transfer with proof **(Attach proof)**	Details of any kind purchased with proof **(Attach proof)**	Monthly cash (Attach proof)

_____
(Signature & thumb impression of Indian female worker)
Contact Mobile No. In UAE _____

Name & Signature of sponsor_____
Contact Mobile No._____

For official use

Documents required: *1) Indian Female Worker Vacation/Exit Form (Annexure-II). 2) A letter addressed to the **Consulate General of India, Dubai** requesting to refund the security deposit **in case she does not return to UAE**. Also mention that all her dues i.e. salary, etc have been settled till date. 3) Copy of Sponsor passport (Including visa page). If it's a company then copy of the Trade License & Passport copy of signatory is required. 4) Copy of Passport of Indian Female Worker (first page, last page and visa page). 5) Salary transfer slips/purchase bills. **The sponsor must clear all her dues including the current month's salary prior to her vacations/exit interview.** The Indian Female Worker is entitled for one month's leave salary on completion of one year regardless of whether she has availed the leave or not (the proof may be provided that she has been paid the same). 6) Copy of Security Deposit receipt. 7) Copy of return/one-way air tickets **(as applicable).** 8) Copy of the Visa Cancellation paper from Immigration **(as applicable).***