



# Non-Citizen Entry Visa/Permit & Registration APPLICATION CHECKLIST

06/2014

Date Submitted: \_\_\_\_\_ Received By: \_\_\_\_\_

Application Received Via:      Email     Postal Mail     3<sup>rd</sup> Party, Delivered

Applicants Name: \_\_\_\_\_ National: \_\_\_\_\_

Status: VISITOR (90 Days max)      Travel Dates: \_\_\_\_\_

### REQUIREMENTS

### COMMENTS/PENDING MATTERS

- |   |   |
|---|---|
| <ol style="list-style-type: none"> <li>1. <input type="checkbox"/> Application(s) (completed, signed and dated)</li> <li>2. <input type="checkbox"/> Passport (clear color copy &amp; valid 6 mons +)</li> <li>3. <input type="checkbox"/> Police Clearance <ul style="list-style-type: none"> <li>- within 3 mons from date of application</li> <li>- from National Police (renewals ONLY)</li> </ul> </li> <li>4. <input type="checkbox"/> Medical Clearance <ul style="list-style-type: none"> <li>- within 3 mons from date of application</li> <li>- MUST include HIV/Aids and TB</li> </ul> </li> <li>5. <input type="checkbox"/> Travel Itinerary – Confirmed Roundtrip or Onward</li> <li>6. <input type="checkbox"/> Travel Accommodation – Confirmed Hotel Booking or; <ul style="list-style-type: none"> <li>- IF staying with friends or relatives, submit copy of passport for a primary contact including contact information</li> </ul> </li> <li>7. <input type="checkbox"/> Letter indicating purpose and duration of visit (Self Tourist)</li> <li>8. <input type="checkbox"/> Letter indicating, 1) Purpose of visit, 2) Duration and 3) Guaranteed Responsibility from these primary contacts; <ul style="list-style-type: none"> <li>- Gov't Focal Point, Business Associate, Friend or Relative of whom applicant is visiting</li> </ul> </li> <li>9. <input type="checkbox"/> Prescribed Fee(s) – Receipt</li> </ol> | <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> |
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COMMENTS/NOTES:

Prepared & Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed & Approved by: \_\_\_\_\_ Date: \_\_\_\_\_