

## BUSINESSMAN VISIT VISA

*(Applicant must receive permission from Saudi Embassy before submission for this visa type)*

*All the below requirements must be provided in the same order in clear A4 format.*

*A signed copy of this requirements checklist must be provided as a cover letter with the application*

### 1. Passport:

YES  NO

**ORIGINAL** passport must be valid for at least six (6) months from the date of visa submission, in good condition, has two (2) blank pages facing each other and doesn't have any valid visa to KSA.

### 2. Photos:

YES  NO

Two (2) passport size photos with white background. One of them should be stapled to the application form and the other is just attached.

### 3. Application Form:

YES  NO

Submit a fully completed visa application form with all requested information, sign and send in **ORIGINAL**. Current and previous nationality must be noted even if the same. Religion, marital status, address, mobile number, e-mail and port of entry are mandatory fields.

### 4. Australian Employer Introduction Letter:

YES  NO

- **ORIGINAL** Introduction letter from Registered Australian employer, stamped & signed by an Australian Chamber of Commerce.

- Australian Company letter should clearly include the following details:

1. Letter must be addressed to the consulate section of the Royal Embassy of Saudi Arabia in Canberra, Australia.
2. Visa category and number of entries.
3. Company's activity and mission in Australia.
4. Applicant name and passport number
5. Applicant non-technical occupation
6. Purpose of travel
7. Name and address of Saudi sponsor as given in invitation

- Make sure all information given on the company's official letterhead.

### 5. Australian Granted Visa:

YES  NO

- For Non-Australians, **COPY** of Electronic Australian visa valid for at least 6 months at the time of submission. If visa is stamped on your passport, a certified copy by police station or notary public should be provided. Justice of Peace stamp is not accepted.

- For New-Zealand passport holders, last 6 months copy of electricity bill, gas bill or water bill must be provided as a proof of Australian residency. No other proof will be accepted.

**6. Passport Copy:**YES  NO 

**COPY** of the front page in passport containing applicant details, passport number and expiry date.

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**7. Declaration Form:**YES  NO 

**ORIGINAL** Declaration should be read carefully and signed.

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**8. Itinerary:**YES  NO 

- Applicants from the following previous or current nationalities **ONLY** are requested to provide a confirmed flight ticket: Afghanistan, Bangladesh, Iran, Iraq, Syria . and Libya.
  - VFS Tasheel does **NOT** advise applicants holding any other nationality to book flight ticket before visa is approved unless requested by the embassy.
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**Declaration:**

I understand and accept that...

- \* All stamps or documents requested in **ORIGINAL ONLY** will be kept by the embassy.
- \* All returnable documents should be provided in a separate file putting note (**TO BE RETURNED WITH PASSPORT**). VFS Tasheel will not be responsible to return any document except passport after visa submission.
- \* Medical insurance is obligatory and I will provide the insurance form filled with all requested details.
- \* I am responsible to send a scanned copy of all my documents to [info.saudivscas@vfstasheel.com](mailto:info.saudivscas@vfstasheel.com) to take Customer service team approval and advise for the next step on how to submit my application.
- \* Having the standard documents doesn't mean that visa grant is guaranteed as application will be assessed by embassy's authorities; accordingly, visa result will be given with no influence or interference from VFS Tasheel.
- \* I needs to provide a written consent to VFS to process the application if any of the above standard requirements is not met
- \* It is my responsibility to provide all the correct documents without fraud and VFST role is advisory only and doesn't provide consultation or exceptions beyond the above requirements.
- \* Upon submission, all fees are non-refundable under any circumstances except visa fee if not granted.
- \* VFS Tasheel is not responsible for any document loss or damage if I opt for courier service.

**Applicant Printed Name:****Signature:**