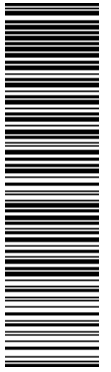


Mail documents to: VisaHQ.ie
57 Fitzwilliam Square N
Dublin, D02 CP02
353 1 486 9090
Tel: 353 1 486 9090



Saudi Arabia Business visa Application



Please enter your contact information

Name:

Email:

Tel:

Mobile:

The latest date you need your passport returned in time for your travel:

Please note that from 05 March 2018 biometrics will need to be taken at the embassy on an appointment basis. Please call our Travel Visa Specialists for more details.

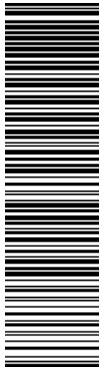


Saudi Arabia business visa checklist

- Filled out and signed Saudi Arabia business visa application form.** The form is enclosed.
- Original Ireland Passport** (Valid for six months or more and must have two blank pages facing each other).
- 2 Passport size pictures** for each applicant.
- Payment.** Credit Card Authorization form, Certified Check, or Money Order payable to **VisaHQ.ie**.
- Return mailer.** Prepaid self-addressed return label or payment for FedEx.
- Proof of Status.** Original GNIB card or other proof of resident status in Ireland, this should be valid for more than 6 months after your return from Saudi Arabia.
- Registration papers of the company offering employment.** A copy of proof that the company is legally registered with the authorities in Saudi Arabia
- Company Registration Certificate.** The application must include a copy of the inviting company's registration certificate.

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Supporting letter from employer. Supporting letters from UK employer must be certified by London Chamber of Commerce (LCCI). VisaHQ can assist with the certification. This requires additional Formal Undertaking Form to be completed by the SIGNEE of the letter and posted to us in original. It takes for us 24 hours to certify the letter at total cost of £74.20+VAT, which includes £35 our handling fee or you can do it yourself. Information from your invitation **MUST** be correctly included into your business letter. Please see both letter template and Undertaking form attached. The letter must include:

- The applicants full name and their job title.
- Be signed and stamped.
- Include the applicants start date in the company
- Must state that the applicant is going to Saudi Arabia and state the reason.

Invitation letter. Must be organised by the inviter through either local Chamber of Commerce or the Ministry of Foreign Affairs. When filing invitation request the sponsor needs to state applicant's employer - this must be the same company providing supporting letter for actual visa application.

- For **female applicants** invitation must be issued by the Ministry of Foreign Affairs.
- **Applicants of Arabic origin** if travelling during the Hajj or Umrah must present invitation issued by the Ministry of Foreign Affairs.
- **Self-employed applicants** must be supported by a letter from Irish registered company.

Proof of Medical Insurance. Medical insurance from the list of provided suppliers. This form is available here.

If you wish to prepay return shipping, please add the shipping fee to the total and provide return address:

N-POST registered mail Ireland & Northern Ireland Zone 1 (Next day delivery) - From €12

Same day Dublin service D1 to D5 - From €15

Same day Dublin service D5 to D10 - From €25

Same day Dublin service D10 to D24 - From €35

Prepaid self addressed mailer - €0

Local pick up in Dublin - €0

Name:

Company:

Address:

City:

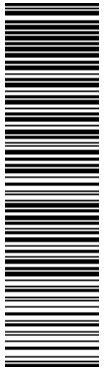
State:

Zip:

Please note, people over age 35 charge €15 extra, age over 50 charge €30 extra

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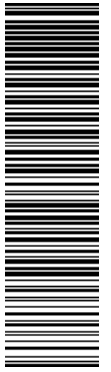


Saudi Arabia Business visa Application

Type of visa	Validity	Processing time	Embassy fee	Service fee	VAT	Total
Single entry	up to 90 days	3 business days	€347.60	€125.00	€28.75	€501.35
Multiple entry	up to 180 days	3 business days	€421.40	€125.00	€28.75	€575.15
Multiple entry	up to 365 days	3 business days	€605.50	€125.00	€28.75	€759.25
Multiple entry	up to 730 days	3 business days	€882.00	€125.00	€28.75	€1035.75

This order is subject to Terms of Service, posted on VisaHQ website.
All fees and requirements may change without notice.

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Tel: 353 1 486 9090



Credit card authorization form

By signing this form i accept VisaHQ.ie Terms of Service and authorize to charge my credit card for the amount of €

Name on the Credit Card:

Credit card number:

- - -

Exp. date:

/

CVC:

Credit Card Billing Address:

Signature:

Comments:

Thank you!
We accept all major credit cards.



PHOTO

FOR OFFICIAL USE ONLY



سفارة المملكة العربية السعودية – دبلن
القسم القنصلي

EMBASSY OF THE KINGDOM OF SAUDI ARABIA – DUBLIN
CONSULAR SECTION

طلب لزيارة تجارية

BUSINESS VISIT VISA APPLICATION

Full Name: _____ : الإسم الكامل :

Family Name : _____ : الإسم العائلي :

Date of Birth : _____ تاريخ الولادة : Place of Birth : _____ محل الولادة :

Previous Nationality : _____ الجنسية السابقة : Present Nationality: _____ الجنسية الحالية :

أنثى
Female

ذكر
Male

Profession : _____ : المهنة :

Sex : _____ الجنس : Marital Status : _____ الحالة الإجتماعية :

Mother's Name: _____ اسم الام : Religion: _____ الديانة :

Permanent Address & Telephone No. in IRELAND of Applicant : _____ العنوان الدائم ورقم الهاتف في ايرلندا لمقدم الطلب :

Name, Address and Telephone No. of the Firm being visited in Saudi Arabia: _____ اسم وعنوان ورقم هاتف الشركة أو المؤسسة المراد زيارتها في المملكة :

Purpose of your Visit : _____ الغرض من الزيارة :

Passport Number & Place of Issue _____ رقم الجواز ومحل الإصدار :

Date of Issue : _____ تاريخ الإصدار : Expiry Date : _____ انتهاء الصلاحية :

Duration of stay in Saudi Arabia _____ مدة الإقامة بالمملكة العربية السعودية :

Dependants Travelling on the same Passport : _____ أفراد العائلة (المضافين على نفس جواز السفر) :

I, the undersigned, hereby certify that all the information I have provided is correct and will abide by the laws of Saudi Arabia during the period of My residence in it.

أنا الموقع أدناه أقر بأن كل المعلومات التي دونتها صحيحة وسأكون ملتزماً بقوانين المملكة العربية السعودية أثناء فترة وجودي بها .

Applicant's Signature: _____

Date : _____

التاريخ : _____

توقيع مقدم الطلب : _____

For Official Use Only:

للإستخدام الرسمي فقط :

رقم التأشيرة	مدة الإقامة
تاريخها	المدقق
صلاحيتها	المختص

IMPORTANT : THIS SECTION MUST BE COMPLETED FULLY

Full Name : _____ Nationality : _____ Point of entry into Saudi Arabia : _____

Company Name and Address in Ireland : _____ Tel No : _____
Full Postal Code : N/A

Ireland Project Manager : _____ Travel Agent Name & post Cod : _____

Name and Address of Government Dept. or Company Being Visited in Saudi Arabia: _____ Proposed Departure : _____

Date : _____

تحذير : الإعدام هو عقوبة من يقوم بنشر المخدرات أو تهريبها أو ترويجها في المملكة العربية السعودية .
WARNING : Capital Punishment is the penalty for smuggling, promoting, or circulating illegal drugs and Narcotics in Saudi Arabia