

## Saudi Arabia Business visa Application



**IMPORTANT: Please enter your contact information**

Name:

E-mail:

Tel:

Mobile:

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



### Saudi Arabia business visa checklist

- Filled out and signed **Saudi Arabia business visa application form**. The form is enclosed.
- Original passport**. Passport must have at least 6 months remaining validity and have at least 1 visa page.
- 1 Photographs**. Standard passport photographs 2 x 2 inches on white background.
- Payment**. Credit Card Authorization form, Certified Check, or Money Order payable to VisaHQ.com.
- Return mailer**. Prepaid self-addressed return label or payment for FedEx.

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

- FedEx 2nd day delivery - add \$15
- FedEx Standard Overnight - add \$20
- FedEx Priority Overnight - add \$25
- FedEx Saturday delivery - add \$45
- FedEx First Overnight - add \$65

**Name:**

**Company:**

**Address:**

**City:**

**State:**

**Zip:**

- Itinerary**. Copy of round trip tickets or confirmed itinerary.
- Business Letter**. A visa approval notice issued by the Ministry of Foreign Affairs OR an electronic letter of invitation from the company in Saudi Arabia. This letter must be signed and sealed by the company and stamped by the Saudi Chamber of Commerce. The invitation or approval notice must be addressed to the Saudi Arabian Embassy in Washington DC.  
Businesswomen

must submit a visa approval notice issued by the Saudi Ministry of Foreign Affairs.

- Business Letter.** A business letter from the sending company in the US. The letter should be printed on the company letterhead stationery, addressed to the Embassy of Saudi Arabia, Visa Section, Washington DC, and signed by a senior manager (an equivalent to Vice-President or above). The business letter must adhere to the following guidelines:&bull; Briefly introduce the applicant (please specify employment status/position held in the company by applicant).&bull; State the nature of the business to be conducted (ie. business meetings, contract negotiations, etc.) and the names and addresses of companies to be contacted in Saudi Arabia.&bull; Specify the type and desired validity of the visa (ie. multiple entry business visa).&bull; Guarantee of sufficient funds for travel.

## Saudi Arabia business visa fees for citizens of United States

Type of visa	Max. validity	Embassy fee	Our fee	Processing time	Total
Single entry	up to 60 days	\$108.00	\$69.95	3 business days	\$177.95
Multiple entry	up to 60 days	\$108.00	\$69.95	3 business days	\$177.95

## Credit Card Authorization Form

I authorize VisaHQ.com to charge my credit card for the amount of \$

Name on the Credit Card:

Credit Card number:                    -                    -                    -                                       Exp. date:                    /

Credit Card Billing Address:

Signature:

Comments:

**Thank you!**  
**We accept all major credit cards.**



صورة

Photo



سفارة المملكة العربية السعودية  
واشنطن  
القسم القنصلي

Royal Embassy of Saudi Arabia  
Washington  
Consular Section

الإسم الكامل:	Last Name:	Middle Name:	First Name:
إسم الأم:	Mother's Name:		
محل الولادة:	Place of Birth:	تاريخ الولادة:	Date of Birth:
الجنسية الحالية:	Present Nationality:	الجنسية السابقة:	Previous Nationality:
رقم الجواز:	Passport No:	محل الإصدار:	Place of Issue:
تاريخ الإصدار:	Date of Issue:	تاريخ انتهاء صلاحية الجواز:	Expiration Date:
الحالة الاجتماعية:	Marital Status:	الجنس:	Sex:
متزوج <input type="checkbox"/> عازب <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/>		ذكر <input type="checkbox"/> أنثى <input type="checkbox"/>	Male <input type="checkbox"/> Female <input type="checkbox"/>
الديانة:	Religion:		
المهنة:	Qualification:	المؤهل العلمي:	Profession:
عنوان المنزل ورقم الهاتف:	Home Address and Telephone No.:		

البريد الإلكتروني:	E-mail Address:
عنوان الشركة (الموسسة) ورقم الهاتف:	Business Address and Telephone No.:

الغاية من السفر:	Purpose of Travel:
شخصية <input type="checkbox"/> خاصة <input type="checkbox"/> دبلوماسية <input type="checkbox"/> حج <input type="checkbox"/> عمرة <input type="checkbox"/> دراسية <input type="checkbox"/> إقامة <input type="checkbox"/> عمل <input type="checkbox"/>	Personnel <input type="checkbox"/> Special <input type="checkbox"/> Diplomat <input type="checkbox"/> Hajj <input type="checkbox"/> Umrah <input type="checkbox"/> Student <input type="checkbox"/> Residence <input type="checkbox"/> Employment <input type="checkbox"/>
زيارة عائلة <input type="checkbox"/> زيارة عمل <input type="checkbox"/> حكومية <input type="checkbox"/> رجال اعمال <input type="checkbox"/> تجارية <input type="checkbox"/> سياحة <input type="checkbox"/> مرور <input type="checkbox"/> تمديد عودة <input type="checkbox"/>	Family Visit <input type="checkbox"/> Work Visit <input type="checkbox"/> Government <input type="checkbox"/> Businessmen <input type="checkbox"/> Commerce <input type="checkbox"/> Tourism <input type="checkbox"/> Transit <input type="checkbox"/> Re-Entry <input type="checkbox"/>

طريقة الدفع:	Method of Payment: Company Check: [ ] Money Order: [ ]
اسم وعنوان الشركة أو اسم الشخص الداعي وعنوانه بالمملكة:	Name and Address of Company or Individual invitee in the Kingdom:

معلومات السفر:	Travel Information:
تاريخ الوصول في السعودية:	Date of arrival in Saudi Arabia:
طريق الطيران:	Via Airline:
رقم الرحلة:	Flight No:
مدينة embarkation:	City of Embarkation:
ميناء الدخول:	Port of Entry:
مدة البقاء في المملكة:	Duration of Stay in the Kingdom:

اسم المحرم:	اسم المحرم:
اسم المرافق:	Name of traveling companion:
علاقته بالشخص المرافق:	Relationship of the person traveling with:

\*\*\* Application must be filed out its entirety \*\*\*

I, the undersigned, hereby certify that:

- أنا الموقع أدناه أوافق على اخذ بصمة الاصابع وقزحية العين
- I agree to have my fingerprints taken and my retinal scanned.
- أقر بأن كل المعلومات التي دونتها صحيحة وسأكون ملتزماً بقوانين المملكة أثناء فترة وجودي بها.
- All the information provided is correct. I will abide by the laws of the Kingdom during the period of my residence.

التاريخ:

التوقيع:

الإسم:

الاسم:	Name:
التوقيع:	Signature:
التاريخ:	Date: