

File Number:

(Regulation 6(1))

--	--	--	--

--	--	--	--	--	--	--	--

[illegible]

Sex: Male ☐ Female ☐ Marital Status: Single ☐ Married ☐ Divorced ☐ Separated ☐ Widowed ☐

Ordinary ☐ Continuous ☐ Transit ☐

Single ☐ Multiple ☐

Town/Village: _____

Country: _____

Town/Village: _____

[illegible]

8. Proposed Length of Stay on whether traveling in transit without break of journey: | | | days.

(Satisfactory evidence will be required as to the object of the proposed journey. Employees of firms or persons acting on behalf of firms must produce certificates from their employers as to the nature and physical address of the business on which they are proceeding abroad. Bankers reference may be required):

10. Requested Validity Period of Visa From:

D	D	M	M	Y	Y	Y	Y

To:

P	P	M	M	Y	Y	Y	Y

11. References in Country of Destination (with Names, Physical Address, Telephone No, Residence Permit No, ID No):

(1)	(2)
-----	-----

12. Please indicate what money or cash (amount) will be at your disposal during your visit:

USD EUR ZAR Other:

13. Particulars of Passport or other travel documents which should be submitted with this Application.

Number: _____ Place of Issue: _____

Date of Issue:

D	D	M	M	Y	Y	Y	Y

Date of Expiry:

D	D	M	M	Y	Y	Y	Y

Valid Until:

D	D	M	M	Y	Y	Y	Y

Return Visa to: _____

14. Preferred method of communication:

E-mail

SMS ☐ Cell phone Number: _____ Telephone Number: _____

Post ☐ Present Postal Address:

Country: _____

Town/Village: _____

P.O. Box/P. Bag:
| - | | | | |

Post Office Location: _____

I DECLARE that the above particulars given by me are true in substance and in fact.

Date: _____

Signature of Applicant:

[illegible]

AT LEAST FOURTEEN DAY'S NOTICE should be given for each application.

NOTE: Any visa granted on this application will be subject to compliance with the Immigration Regulations of the Republic of Botswana.

REQUIREMENTS FOR VISA APPLICATIONS

1. FULLY COMPLETED IMMIGRATION SUPPLEMENTARY FORM 1;
2. CERTIFIED COPIES OF PASSPORT PAGES(OF APPLICANT) showing validity and photograph of bearer
3. TWO RECENT COLOURED PASSPORT SIZE PHOTOS
4. COVERING LETTER FROM THE HOST
5. A CERTIFIED COPY OF HOST'S NATIONAL IDENTITY/ RESIDENCE PERMIT/ WORK PERMIT/EXEMPTION CERTIFICATE/NATURALIZATION CERTIFICATE
6. CERTIFIED COPIES OF TRADE LICENCE ,CERTIFICATE OF INCORPORATION, , SHARE CERTIFICATE OF HOST IF RUNNING A BUSINESS (Except for tourist)
7. A NON REFUNDABLE FEE OF P500 PER APPLICATION
8. IF PREVIOUSLY APPLIED FOR VISA PLEASE ATTACH THE COPY OF VISA OUTCOME.
9. CERTIFIED COPIES OF RELEVANT QUALIFICATIONS EXCEPT VISITORS & TOURIST
10. IF COMING BY ROAD SPECIFY ON THE COVERING LETTER & REMEMBER TO INCLUDE YOUR CONTACT TELNO.s
11. TRAVEL SCHEDULE/FLIGHT ITINERARY/BOOKINGS
12. LETTER OF CONFIRMATION OF EMPLOYMENT /CONTRACT OF EMPLOYMENT OR OFFER LETTER

PLUS:

VISITORS

1. SWORN STATEMENT FROM THE HOST(PERSONAL APPEARANCE OF THE HOST TO FILL THE AFFIDAVIT)
2. A COPY OF HOTEL/LODGE BOOKINGS or STATE RESIDENTIAL ADDRESS WHERE APPLICANT WILL BE STAYING
3. COPIES OF CERTIFIED MARRIAGE AND BIRTH CERTIFICATES (in case of married couples/ dependents)
4. CERTIFIED COPIES OF ORDINATION CERTIFICATE FOR RELIGIOUS LEADERS
5. BUSINESS PROFILE IF COMING TO ESTABLISH A BUSINESS(HOST)
6. RETURN VISA OR RESIDENCE PERMIT FROM THE COUNTRY OF RESIDENCE

BUSINESS

1. BUSINESS PROFILE IF COMING TO ESTABLISH A BUSINESS
2. CERTIFIED COPIES OF ORDINATION CERTIFICATE FOR RELIGIOUS LEADERS
3. LABOUR EXEMPTION CERTIFICATE IF COMING FOR A MONTH OR MORE.
4. MEETING SCHEDULE (if coming to attend or organize a meeting).

EMPLOYMENT

1. WAIVER FROM DEPARTMENT OF LABOUR AND SOCIAL SECURITY OR COPIES OF WORK AND RESIDENCE PERMITS
2. EMPLOYMENT OFFER LETTER/CONFIRMATION OF EMPLOYMENT

INVESTORS

1. COPIES OF WORK AND RESIDENCE PERMITS
2. CERTIFICATE OF INCORPORATION, TRADE LICENCE, SHARE CERTIFICATE, LIST OF DIRECTORS
3. BANK STATEMENT

TOURISTS

1. TOUR PLAN OR COPY OF TRAVEL SCHEDULE
2. HOTEL BOOKINGS

*ALL COPIES SHOULD BE CERTIFIED & PLEASE DON'T FORGET TO INCLUDE YOUR CONTACT CELL/TELEPHONE No's

*UPON COLLECTION OF THE OUTCOME PLEASE BRING YOUR ORIGINAL RESIDENCE PERMIT, PERMANENT RESIDENCE, OMANG OR EXEMPTION CERTIFICATE TOGETHER WITH THE ORIGINAL RECEIPT OF PAYMENT.