



IMPORTANT VISA INFORMATION

Dear Traveler and Family,

As you prepare for your upcoming experience with Global Leadership Adventures, we would like to inform you that a tourist visa is required for your visit to Indonesia. Although visas are available on arrival, minors traveling without their parents need to obtain visas in advance of departure from the United States.

We have enclosed complete visa instructions from G3 Global Services, the visa service we recommend. Please note that there are additional requirements listed for travelers under age 18. As Indonesia maintains strict consular jurisdiction, you will need to email GLA@g3visas.com to request the appropriate visa application; please indicate your state of residence in the email.

We recommend that you apply for your visa 6-12 weeks prior to your US departure. If you wish to apply for your visa more than 12 weeks in advance of departure, please email GLA@g3visas.com to discuss your visa processing. Please use a delivery service with a tracking number, such as FedEx or USPS Express Mail, when sending in your passport and application to the visa service.

Please ensure that your passport has at least two sets of blank pages marked “Visas” and will be valid for at least six months following your tour.

G3 Global Services can assist with new passports and passport renewals, if necessary.

These instructions are for **US citizens only**; if you are not a US citizen, or if you have any questions about the visa process, please contact G3 directly at 888-883-8472 or GLA@g3visas.com.



G3 Global Services
888.883.8472
GLA@g3visas.com

STEP 1: Indonesian Consulates are jurisdictional, meaning that your visa must process at the consulate that has jurisdiction over your state of residence. **Please email GLA@g3visas.com and tell us what state you live in**, and we will send you the appropriate visa application for your jurisdiction and provide the address of the G3 office that will process your visa.

STEP 2: Send the following documents to G3:

- Your valid, signed US passport. Your passport must have two blank pages labeled "Visas" and be valid for more than six months beyond the end of your trip.
- Two identical 2" x 2" passport size photographs with white background.
- Two visa application forms, completed and signed.
- A copy of your international flight itinerary.
- A letter from your school stating that you are enrolled for the upcoming fall semester. (May be a fax or scan.)
- A photocopy of your (or your parent's) recent bank statement. Account numbers may be blacked out for privacy.
- A photocopy of your (or your parent's) valid driver's license or a major utility bill (gas, electric or water) that matches the address on your visa application form. The address must be a street address, not a PO box.
- Non-U.S. citizens, submit a valid I-94 or copy of Permanent Resident Card.
- If you are under age 18, submit the following additional items:
 - Notarized photocopy of your birth certificate showing both parents' names.
 - Photocopy of both parents' passports (photo/signature page) or driver's licenses.
 - Completed and notarized Letter of Consent (attached) signed by both parents.

Contact and Shipping Information:

Provide a street address for FedEx delivery - no P.O. boxes.

Name _____
 Address _____
 City _____ State _____ Zip _____
 Daytime Telephone _____
 Mobile Telephone _____
 Email _____
We will email you the FedEx tracking number for your return shipment.

Shipping Fees: All return shipping fees are included.

Your passport will be returned via Federal Express. FedEx cannot deliver to P.O. boxes; please provide a street address for delivery.

Travel Information:

Date of US Departure _____/_____/_____
 Date Passport Needed _____/_____/_____
 Names of additional travelers in your family group:

Special Notes:

Delivery instructions, additional services, etc.

Fees: Payment includes Embassy fees, G3 service fees, and return shipping via Federal Express. Requirements and fees are subject to change without notice. Indonesia visas are valid for a single entry with a 30 day stay.

Select one:

	FEE	# Travelers	TOTAL
<input type="checkbox"/> Indonesia Visa 21 Business Day Processing	<input type="text"/>	X <input type="text"/>	= <input type="text"/>
<input type="checkbox"/> Indonesia Visa 10 Business Day Processing	<input type="text"/>	X <input type="text"/>	= <input type="text"/>

Payment Information:

All fees are payable to G3 by:

- Credit Card: American Express, Visa, or MasterCard
- Check or Money Order payable to G3 Global Services

For Payment Via Credit Card:

I authorize G3 to charge the amount of \$_____ plus a 5% convenience fee to my credit card.

Visa/MasterCard: ---
 Exp. Date: ____ / ____ Security Code: OR
 American Express: --
 Exp. Date: ____ / ____ Security Code:

Name as it appears on the card _____
 Billing Address _____
 City _____ State _____ Zip _____
 Signature _____

Letter of Consent

Date: _____

Visa Section
Consulate General of Indonesia

Dear Consular Officer:

This letter is to express our consent for our child to go on a trip to Indonesia with Global Leadership Adventures. We request that you issue a tourist visa.

Our child's passport details are as follows:

Full Name _____

Date of Birth _____

Country of Citizenship _____

Passport Number _____

Date of Issue _____

Date of Expiration _____

Date of Entry to Indonesia _____

Date of Exit _____

We will be responsible for any travel expenses incurred by our child while traveling in Indonesia. Air and land transportation and lodging have been pre-paid.

Global Leadership Adventures leads educational tours for high school students, and can be contacted at 10509 San Diego Mission Road, Suite A-1, San Diego, CA 92108; telephone 888-358-4321. Should you have any questions for us, we can be reached by telephone at _____ or by email at _____.

Thank you for your assistance with our child's visa request.

Sincerely,

Mother

Father

This letter must be notarized.