

Mail documents to: VisaHQ.com Inc.  
Embassy Row  
2005 Massachusetts Ave. NW  
Washington, DC 20036

Tel: (800)345-6541



## 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:**



### 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 2x2 inches on a 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 return address:

- ☐ FedEx 2nd day delivery - From \$29
- ☐ FedEx Standard Overnight - From \$42
- ☐ FedEx Priority Overnight - From \$43
- ☐ FedEx Saturday delivery - From \$60
- ☐ FedEx First Overnight - From \$72
- ☐ Prepaid self addressed mailer - \$0
- ☐ Local pick up in Washington - \$0

**Name:**

**Company:**

**Address:**

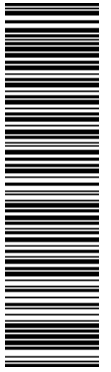
**City:**

**State:**  **Zip:**

\* Actual prices may vary based on location per FedEx.com.

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☐ **Proof of status.** Copy of Green Card (both sides) or other proof of legal status in the US (such as copy of I-20, US visa, H1B approval notice, etc. VisaHQ cannot assist US **B1/B2 visa holders** at this time.)

☐ **Itinerary.** Copy of round trip **tickets or itinerary** (Applicant's name must be on itinerary)

☐ **Business Invitation.** 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 ( واشنطن ).**

**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, and signed by a senior manager (an equivalent to Vice-President or above). The business letter must adhere to the following guidelines:

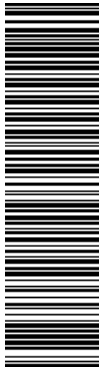
- Briefly introduce the applicant (please specify employment status/position held in the company by applicant).
- State the nature of the business to be conducted (ie. business meetings, contract negotiations, etc.) and the names and addresses of companies to be contacted in Saudi Arabia.
- Specify the **Type and desired Validity** of the visa (ie. multiple entry business visa).
- Guarantee of sufficient funds for travel.

The sample format for this letter can be found here

**IMPORTANT: The passport MUST contain two blank visa pages side by side in order for the visa to be issued. For invitation letters addressed to the New York (نيويورك) consulate an additional \$175.00 fee will be required.**

**Business Letter from sending company in the US must be NOTARIZED for the New York Consulate.**

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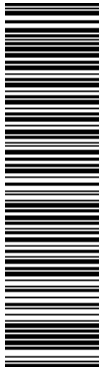
## Saudi Arabia business visa fees for citizens of Belgium

	Type of visa	Validity	Processing time	Embassy fee	Service fee	Money Order fee	Total
<input type="checkbox"/>	Single entry	up to 90 days	3-5 business days	\$118.00	\$199.00	\$5.00	\$322.00
<input type="checkbox"/>	Multiple entry	up to 180 days	3-5 business days	\$204.00	\$199.00	\$5.00	\$408.00

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

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## Credit Card Authorization Form

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

Name on the Credit Card:	<input type="text"/>			
Credit Card number:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Exp. date:	<input type="text"/>	<input type="text"/>		
Credit Card Billing Address:	<input type="text"/>			
	<input type="text"/>			
Signature:	<input type="text"/>			
Comments:	<input type="text"/>			

**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:	Martial Status:	الجنس:	Sex:
متزوج <input type="checkbox"/> عازب <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/>		أنثى <input type="checkbox"/> ذكر <input type="checkbox"/>	Female <input type="checkbox"/> Male <input type="checkbox"/>
الديانة:	Religion:		
المهنة:	Qualification:	المؤهل العلمي:	Profession:
عنوان المنزل ورقم التلفون:	Home Address and Telephone No.:		

البريد الإلكتروني:	E-mail Address:
عنوان الشركة (المؤسسة) ورقم التلفون:	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:
علاقته:	Relationship of the person traveling with:
اسم المرافق:	Name of traveling companion:

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

I, the undersigned, hereby certify that:

- أنا الموقع أدناه اوافق 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:



سفارة المملكة العربية السعودية

واشنطن

القسم القنصلي

Royal Embassy of Saudi Arabia

Washington

Consular Section

### ***NOTICE ON SAUDI LAWS AND REGULATIONS***

**I hereby undertake to give my fingerprints and my eye iris pattern images and comply with the laws of the Kingdom of Saudi Arabia.**

I, the undersigned, hereby agree to have my fingerprint and iris data (biometrics) captured as part of the application procedure for an entry visa to the Kingdom of Saudi Arabia. I further agree and declare as follows:

1. If granted the visa, I shall abide by all the laws and regulations of the Kingdom of Saudi Arabia and respect the Islamic customs and traditions of its people;
2. I am aware that all alcoholic beverages, narcotics and other illegal drugs, pornographic materials or publications that violate the social norms of decency and all other publications that are disrespectful of any religious belief or political orientation are prohibited and shall not be brought into the Kingdom of Saudi Arabia;
3. I am also fully aware that the crime of smuggling narcotics and other illegal drugs into the Kingdom of Saudi Arabia is punishable by the death penalty;
4. I have never been removed, excluded or deported from the Kingdom of Saudi Arabia or from any other Gulf Cooperation Council member state or charged with violation of any law or regulation thereof;
5. I agree to depart the Kingdom of Saudi Arabia on or before the expiration date of my visa. I am well aware that any violation of the laws and regulations of the Kingdom or any engagement in prohibited activities, such as the activities mentioned herein or in the entry visa documentation, are subject to the penalties described in the "Dealing with Persons on Entry Visas" statute, as enacted by Royal Decree No. 42, dated 10/18/1404 H;
6. I acknowledge and reaffirm my declaration that this application and the evidence submitted with it are all true and correct. I also understand that if I submit any false information or if my name was found to be listed as banned from entry into the Kingdom of Saudi Arabia, my application will be denied or my visa, if already granted, revoked. Moreover, I may be turned back from any Saudi port of entry at my own expense, while I shall have no right to demand compensation.

**Name** (Please print): \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_