



SRI LANKA VISA REQUIREMENTS – US PASSPORT HOLDER

Information valid as of 08/26/11

ALL TRAVELERS must include the following documents:

- Completed Visa Application plus One Copy:** Application must be completed, printed and include an original signature. (see page 2)
- Two Passport Photos:** Photos must be 2x2in on a white background taken within the past three months.
- Most Recently Issued Passport:** Passport must have at least one blank visa page and must be valid for seven months. If your passport is expiring within seven months or you need to add pages, Sameday Visa provides services to assist you. Visit us at [for more information.](#)
- Flight Itinerary:** Itinerary must be for round trip.

BUSINESS TRAVELERS must also include:

- Original Business Letter:** This letter must be from the company here in the US on company letterhead with an original signature. (see page 5)
- Invitation Letter:** You must provide a scanned copy of an invitation letter from the company your visiting abroad.

All documents must be sent to Sameday Visa via FedEx. This insures the fastest and most secure service.

FEE SCHEDULES

Sameday Visa Fee Schedule

- 5 business days \$75
- 3 business days \$125
- 24 hours \$175

Consulate Fee Schedule

All entries \$1000

Shipping Fee Schedule

- One Way FedEx Overnight \$30
- Round Trip FedEx Overnight \$60

Consulate fees must be paid by cashier's check or money order. Please make payable to "The Consulate General of Sri Lanka."

If the consulate fee is not provided we charge an additional \$15 to obtain the money order on your behalf.

Sameday Visa Fee + Consulate Fee + Shipping Fee = Your Total

APPLICATION FOR A VISIT VISA

Passport No. Date of Expiry

Date of Issue **Place of Issue**

Details of previous passport hold, if any

1. Name in Full
(Surname first in block letters)

Name of Father

2. Nationality

If nationalized, date and place of nationalization and former nationality

3. (a) Date of Birth

(b) Place of Birth

4. Civil Status (Single, Married, Widower, Widow or Divorcee)

5. If married, where spouse is resident and full Postal Address

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6. Applicant's height feet Inches / C. M.

7. Any identification Marks or Peculiarities

8. Applicant's Address

(a) Profession

(b) During staying in Sri Lanka

9. Profession or Occupation

10. Name and Address of employee, if any

.....

11. If in business where business is

12. Whether previously in Sri Lanka? If so, last place of residence and date of leaving

Particulars of Visa or Residence Permit last obtained:-

(a) If, Visa, give date of issue and period of validity:

(b) If Residence Permit, give date of issue, period of validity, permit No and purpose of issue:

.....

13 Whether permission to visit Sri Lanka or to extend stay in Sri Lanka has been refused previously and, if so by whom and when or whether application has been made now or previously to any Sri Lanka visa office abroad? If so, full particulars and position of such application:

14. Object of present visit?

15. Route and mode of travel to Sri Lanka

16. Period for which visit visa is required

17. (a) Name and address of a person in Sri Lanka who can furnish information regarding applicant and security for maintenance and repatriation of the applicant, if so required.

.....

(b) Name and address of a responsible person in applicant's own country who can furnish information regarding applicant:

18. How much money will the applicant have with him or have available for himself on arrival in Sri Lanka?

19. Any other reason to urge in support of application

I hereby declare that to the best of my knowledge and belief the forgoing statements are true, that I shall not engage myself in any employment, paid or unpaid, on arrival in Sri Lanka and that I shall leave Sri Lanka before the date of expiry of the period of my authorized stay in the Island. I also undertake to notify the Controller of Immigration & Emigration, Colombo, immediately any change of my address, while in Sri Lanka occurs.

.....

Signature

Date:

- Note: (1) **An application for a visa must be made at least one month before the date of intended travel.**
- (2) Fee for a visit visa is charged on a reciprocal basis. Holders of diplomatic or official passports will be granted or issued visas free of charge.
- (3) An applicant must submit two copies of his photograph 4.5 x 3.5 c.m. for issue of visa.

TO BE COMPLETED IN DUPLICATE

**APPLICATION FOR VISIT VISA WITH
MULTIPLE ENTRY FACILITY**

1. Name of Applicant:
2. Nationality: _____ Date of Birth: _____
3. Details of travel document:
4. Particulars of visa required:
5. Date of last visit and purpose with details of visa granted:
6. Reasons why a visit visa with multiple entry facility is required:(Please give reasons in brief)

7. Please give details of documents annexed in support of the application.

I.....with permanent residence in.....
do hereby declare that the particulars given above are correct in all respects, and that I have not
made an application for a residence visa earlier.

Date: _____

.....
Signature of applicant

.....
For office use only.

.....
Application Number.
.....

Sample Business Letter

ON YOUR COMPANY LETTERHEAD

****Please print on company stationary****

(Date)

Consulate General of: **(country you are traveling to)**
Consular Section

Dear Visa Officer:

This letter is to introduce **(Name of Traveler)**, **(Title)**, **(Your Company Name)**. **(Name of Traveler)** has been employed by **(Your Company Name)** for **(Duration of Employment)**. **(Name of Traveler)** is planning a business trip to **(City and Country)**, Arriving on **(Date of Entry)**, Departing on **(Date of Departure)**, to conduct **(Brief description of business trip)**.

While in your country **(Name of Traveler)** will be meeting with:

(Contact Company Name)
(Contact Name)
(Contact Address 1)
(Contact Address 2)
(Contact Telephone)

(Name of Traveler) will be in possession of a round trip airline ticket. **(Name of Your Company)** hereby guarantees all travel and other support expenses of **(Name of Traveler)** during their trip. **(Name of Your Company)** respectfully requests **(Name of Traveler)** be granted a **(state the type of visa and the validity of the visa you are requesting. For example: a 1 year multiple entry business visa.)**

Thank You

(Name) (Include ORIGINAL Signature)
(Title)

Terms of Use

Important Notice

Sameday Visa makes every effort to provide accurate information and to obtain the passport or visa you require for your trip, for the dates requested, in a timely manner. When Sameday Visa returns your passport and documents, it is important that you verify that all visas you require for your trip have been obtained, that the visas for each country you intend to visit are valid for the dates of your visit, and that your passport is valid for at least six months beyond the completion of your trip.

By sending applications to Sameday Visa for processing, you accept all of the requirements, restrictions and limitations in liability set forth herein and specifically agree and confirm that neither Sameday Visa nor your travel company shall be liable to you for any failure to comply with the necessary visa requirements for your travel, for the action or inaction of any government body and/or for the performance by any third party delivery company. At all times and under all circumstances, Sameday Visa's total liability to you for an claims, causes, of action, liabilities and damages of any kind shall not exceed the lesser of the fees actually paid by you to Sameday Visa or \$500. In no event shall Sameday Visa be liable to you for any indirect, special, punitive, consequential or incidental losses or damages.
