

BUSINESS VISA CHECK LIST

Applicant(s) Full Name(s):.....

Residential Address in Vanuatu:.....

| # | Description | Check |
|----|---|--------------------------|
| 1 | Application form dully completed | <input type="checkbox"/> |
| 2 | Copy of Valid Passport (Validity more than 6 months) | <input type="checkbox"/> |
| 3 | 2 ID photos | <input type="checkbox"/> |
| 4 | Receipt for Payment of Associated Fees (35,000VUV or 20,000VUV) | <input type="checkbox"/> |
| 5 | Police Clearance from country of Origin (Nationality) | <input type="checkbox"/> |
| 6 | Medical Certificate | <input type="checkbox"/> |
| 7 | Copy of arrival ticket (date) | <input type="checkbox"/> |
| 8 | Copy of return ticket | <input type="checkbox"/> |
| 9 | Cover Letter from business partner/employer | <input type="checkbox"/> |
| 11 | Is the person inside the country? <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| | * If yes, needs to pay for change of status? <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| | * If yes for above, provide receipt for change of status? | <input type="checkbox"/> |
| 11 | If outside of country, provide NDMO approval letter of entry | <input type="checkbox"/> |

IMPORTANT: if any of the above is not provided, application will be rejected

Submitted by:

Date received:/...../.....21

Signature:

Front Desk Officer:

Date received:/...../.....21

Signature:

Name of Compliance Officer:

Date received:/...../.....21

DUE DILIGENCE CHECK COMPLETED? YES NO

Signature:

Name of Visa officer:

Date received:/...../.....21

Signature: