

APPLYING FOR BUSINESS / SPORTS / ENTERTAINER VISIT VISA

For all visa applications, you **must** submit the following documents:

- Your passport or travel document. Please make sure the passport has at least one clear page where we can place a visa.
- The correct fee.
- One recent passport-size color photograph with a white background.
- The correct application form fully completed in English and signed by the applicant.

- VAF 1C for Business Visits**
- VAF 1K for Entertainer Visit**
- VAF 1J for Sports Visit**

For a Business / Sports / Entertainer visit visa, we recommend that you also submit the following original documents:

- Evidence of your personal circumstances for example letters of employment; evidence of a regular salary (if you have one) in the form of wage slips / bank statements; 6 months itemized bank statements, trade license, evidence of assets.
- A letter from your company confirming the length and purpose of the visit and who will pay the costs of ticket and accommodation.
- If you are paying for the visit yourself, evidence that you have enough funds available to you. If a company is paying, evidence that they can meet the cost, for example trading accounts, itemized bank statements.

- Business Visit** – A letter from your contact in the UK confirming arrangements for the visit.
- Sports Visit** – A letter from your contact in the UK confirming details of the event and arrangements for the visit.
- Entertainer Visit** – A letter from your contact in the UK confirming details of the event and arrangements for the visit.

ALL DOCUMENTATION MUST BE SUPPLIED IN ENGLISH. PLEASE PROVIDE TRANSLATIONS OF ARABIC DOCUMENTS.

Important Note: The list above covers the basic documents likely to be necessary for the visa officer to check that you have met the immigration rules. It does not cover every single situation, and producing all the documents on it will not guarantee you a visa. It is up to you whether you submit these documents, different ones, or additional ones. It is your responsibility to make sure that you have read the available information on the category of visa you want to apply for. Please make sure that you include all supporting papers with your application, and do not send or fax us any papers separately. The UK Border Agency may take a decision on your application based on the information contained here without interviewing you. Therefore please ensure you submit all relevant **original documents**, with a set of photocopies.

DECLARATION

If I have paid the fee for a long term visa. I am aware of the conditions for the grant of long-term visas and that the decision on the length of any visa granted will be made by the visa officer. If a long-term visa is not granted the difference in fee will not be refunded.

Comments: _____

Name _____

Contact No. _____ **Email ID** _____ **Date** ____/____/____

Applicant's Signature _____

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- The applicant has confirmed that he/she has no other document to submit **OR** has submitted the supporting documents/completed VAF above.
- I have advised him/her that failure to submit all the necessary documents may result in the application being refused, but he/she has chosen to proceed with the application.

VFS Officer's Signature _____