



VIP SERVICES

2012 Louisiana Street
Houston, Texas 77002
713-659-8472 1-800-856-8472 Fax 713-659-3767
Website: www.vippassports.com Email: info@vippassports.com

WORK ORDER REQUEST FORM

(RETURN THIS FORM WITH EACH REQUEST)

BILLING INFORMATION:

CONTACT: _____
COMPANY: _____
ADDRESS: _____

PHONE: _____
FAX: _____
EMAIL: _____

RETURN DOCUMENTS TO:

CONTACT: _____
COMPANY: _____
ADDRESS: _____

PHONE: _____
FAX: _____
EMAIL: _____

BILLING INSTRUCTIONS:

AMOUNT ENCLOSED FOR DEPOSIT: _____

YOUR COMPANY P.O. OR REF#: _____

CREDIT CARD INFORMATION:

TYPE OF CARD: _____
CARD #: _____
EXPIRATION DATE: _____

AUTHORIZED AMOUNT TO CHARGE MY
CREDIT CARD: US\$ _____

SIGNATURE OF CARD HOLDER
REQUIRED: _____

VISA PROCESSING
LIST COUNTRIES

AND
AND

CONSULATE FEES:
CONSULATE FEES:

_____ - \$ _____
_____ - \$ _____
_____ - \$ _____

TRAVELERS NAME: _____

DATE OF USA DEPARTURE: _____

DATE YOU NEED PASSPORT: _____

SPECIAL INSTRUCTIONS: _____

HOW DID YOU HEAR ABOUT VIP?

REPEAT CUSTOMER__ INTERNET__ REFERRED__ BY _____ WALK-IN _____



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GAMBIA

PLEASE SUBMIT THE FOLLOWING REQUIREMENTS

TOURIST VISA:

- 1.) U.S. PASSPORT (MINIMUM OF 1 YEAR VALIDITY)
- 2.) (2) TWO PASSPORT-TYPE PHOTOGRAPHS (2x2)
- 3.) (1) ONE COMPLETED APPLICATION FORMS
- 4.) A COPY OF YOUR TRAVEL ITINERARY
- 5.) CONSULATE FEE:
 \$100.00 (4 TO 7 DAY PROCESS)
 \$150.00 (48 TO 72 HOUR RUSH)

BUSINESS VISA:

- 1.) U.S. PASSPORT (MINIMUM OF 1 YEAR VALIDITY)
- 2.) (2) TWO PASSPORT-TYPE PHOTOGRAPH (2x2)
- 3.) (1) ONE COMPLETED APPLICATION FORMS
- 4.) A COMPANY LETTER OF GUARANTEE
- 5.) A COPY OF YOUR TRAVEL ITINERARY
- 6.) CONSULATE FEE:
 \$100.00 (4 TO 7 DAY PROCESS)
 \$150.00 (48 TO 72 HOUR RUSH)

REVISED: 03-30-2011 (KS)



Permanent Mission Of The Gambia To The United Nations
800 Second avenue Suite 400F, New York, NY 10017
Tel: (212) 949-6640 Fax: (212) 856-9820
E-Mail: info@gambiamissionun.org / gambia@un.int

Application Form for Entry Visa

Last Name _____		Official Use Only	
First Name _____		Receiving Officer	
Initial _____		Name _____	
Date Of Birth _____		Date _____	
Place Of Birth _____		Mode of Receipt	
Nationality at Birth _____		<input type="checkbox"/> Visa service	
Current Nationality _____		<input type="checkbox"/> Registered Mail	
Profession/Occupation _____		<input type="checkbox"/> Ordinary mail	
		<input type="checkbox"/> in person	
Present Address		Handling Officer	
Address _____		Name _____	
City _____ State _____ Zip Code _____		Action Taken:	
Country _____		<input type="checkbox"/> Approved	
Phone Number _____		<input type="checkbox"/> Refused	
		<input type="checkbox"/> Rejected	
		Signature _____	
Name and Nationality of :		Visa No. _____	
Father's Name _____ Nationality _____		Date out _____	
Mother's Name _____ Nationality _____			
Marital Status: <input type="checkbox"/> Married <input type="checkbox"/> Single <input type="checkbox"/> Divorced		Visa Type/No	
Purpose of visit: <input type="checkbox"/> Official <input type="checkbox"/> Business <input type="checkbox"/> Tourism		<input type="checkbox"/> Multiple	
Duration of visit _____		<input type="checkbox"/> Single	
Address In The Gambia			
Address _____			
City _____			
Passport Number _____			
Date of expiration _____			
Date of issue _____			
Place of Issue _____			

Previous visits to The Gambia _____

Date of Entry _____

Date of Exit _____

References In The Gambia:

A: Name _____
Address _____
City _____

B Name _____
Address _____
City _____

Emergency Address and Phone Number

Name _____
Address _____
City _____

Phone Number _____

Method of financial transaction

Credit card Dollars Dallahis

Request Hotel and other information enclosed Yes No

I attest that all the information provides on this application is accurate to the best of my ability.
I understand that i could be denied a visa to enter The Gambia if the information is found to be incorrect

Signature _____ Date _____

Print Name _____

Reset Form

Print Form

VISA APPLICATION REQUIREMENTS

1. Send your Valid Passport
2. Two passport-size photographs.
3. Completed and signed application form.
4. A non refundable application fee of \$100.00 in money order only, payable to the Embassy of The Gambia.
5. Pre-paid self-addressed envelope (It is recommended that FEDEX, Certified Mail or UPS be used).
6. Personal or telephonic interview may be required.
7. Regular Visa processing time 3 - 4 days.

VISA PICK UP HOURS

Monday - Thursday - 11:00 AM to 3:00 PM
Express Service available for an additional fee of \$50.00.

Note:

Express Service/same day issuance of VISA is also available for a FEE of \$150.00 (in money order form)
For the express services, please not that visas will be issued 2 (two) hours after submission of your application
between 11:00am and 12:00pm - Monday to Thursday & between 11:00am and 12:30pm on Fridays

