

# VIP PASSPORT SERVICES, INC.

2012 Louisiana Street

Houston, Texas 77002

713-659-8472 1-800-856-8472 Fax 713-659-3767

Website: [www.vippassports.com](http://www.vippassports.com) Email: [vipinfo@vippassports.com](mailto:vipinfo@vippassports.com)



## NOTICE:

COUNTRIES LISTED BELOW ARE ELIGIBLE TO OBTAIN AN e-VISA PRIOR TO TRAVEL TO OMAN:

ANDORRA	ALBANIA	ARGENTINA	ARMENIA	AUSTRALIA
AUSTRIA	AZERBAIJAN*	BELARUS*	BELGIUM	BHUTAN*
BOLIVIA	BOSNIA*	BRAZIL	BRUNEI	BULGARIA
CANADA	CHILE	CHINA*	COLOMBIA	COSTA RICA*
CROATIA	CUBA*	CYPRUS	CZECH REP.	DENMARK
ECUADOR	EL SALVADOR*	ESTONIA	FINLAND	FRANCE
GEORGIA*	GERMANY	GREECE	GUATEMALA*	HONDURAS*
HONG KONG	HUNGARY	ICELAND	INDIA*	INDONESIA
IRAN*	IRELAND	ITALY	JAPAN	KAZAKHSTAN*
KYRGYZSTAN*	LAOS*	LATVIA	LEBANON	LIECHTENSTEIN
LITHUANIA	LUXEMBOURG	MACAU	MACEDONIA	MALAYSIA
MALDIVES*	MALTA	MEXICO*	MOLDOVA	MONACO
NETHERLANDS	NEW ZEALAND	NICARAGUA *	NORWAY	PANAMA*
PERU*	POLAND	PORTUGAL	ROMANIA	RUSSIA*
S KOREA	SAN MARINO	SERBIA	SEYCHELLES	SINGAPORE
SLOVAKIA	SLOVENIA	SOUTH AFRICA	SPAIN	SURINAME
SWEDEN	SWITZERLAND	TAIWAN	TAJIKISTAN*	THAILAND
TURKEY	TURKMENISTAN*	U.K.	U.S.A.	URUGUAY
UZBEKISTAN*	VATICAN CITY	VIETNAM*		

\* - CITIZENS OF THESE COUNTRIES, INCLUDING THEIR SPOUSES AND CHILDREN OF ANOTHER NATIONALITY, CAN OBTAIN AN ONLINE E-VISA IF THEY HOLD A SCHENGEN VISA, VALID VISA FROM AUSTRALIA, CANADA, THE UK, OR THE U.S., OR A RESIDENT PERMIT FROM ONE OF THESE COUNTRIES. ONE CAN APPLY FOR A SINGLE-ENTRY VISA, (FOR 20 OMR), OR 1-YEAR-VALID MULTIPLE-ENTRY VISA (FOR 50 OMR). THE ALLOWED DURATION OF STAY IS 30 DAYS (OR 30 DAYS PER VISIT ON THE MULTIPLE ENTRY VISAS).

IF THE TRAVELER DOES NOT HOLD A PASSPORT FOR ONE OF THE COUNTRIES ABOVE AND/OR YOU WILL NEED A LONG-TERM VISA WITH MULTIPLE ENTRIES, PLEASE CONTACT OUR OFFICE FOR THE APPROPRIATE INSTRUCTIONS ON APPLYING FOR STANDARD VISA.

THANK YOU,

*VIP PASSPORT SERVICES, INC.*

**Specializing in Visas, Passports, Document Legalization and Translations**

# VIP PASSPORT SERVICES, INC.

2012 Louisiana Street  
Houston, Texas 77002

713-659-8472 1-800-856-8472 Fax 713-659-3767

Website: [www.vippassports.com](http://www.vippassports.com) Email: [vipinfo@vippassports.com](mailto:vipinfo@vippassports.com)



## WORK ORDER REQUEST FORM

### ELECTRONIC REQUESTS

#### TRAVELER INFO

TRAVELER NAME

TRAVELER DATE OF BIRTH

DATE OF U.S. DEPARTURE

DATE PASSPORT IS NEEDED

VIP FILE LOCATOR NUMBER

#### BILLING INFORMATION

CONTACT & COMPANY NAME

ADDRESS (STREET, CITY, STATE, ZIP)

PHONE NUMBER

CELL NUMBER

FAX NUMBER

EMAIL

P.O. OR BILLING REF#:

#### RETURN INFORMATION

PLEASE LIST THE EMAIL ADDRESS WHERE THE COMPLETED DOCUMENT IS TO BE SENT,  
IF DIFFERENT FROM THE ONE LISTED ABOVE

EMAIL FOR RETURN OF DOCUMENT:

#### METHOD OF PAYMENT

CREDIT CARD

CARD NUMBER

EXP. DATE

CVV CODE

SIGNATURE OF CARD HOLDER

AUTH. AMOUNT \$\_\_\_\_\_

MONEY ORDER

CASHIER'S CHECK

COMPANY CHECK

SPECIAL INSTRUCTIONS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

SPECIALIZING IN VISAS, PASSPORTS, DOCUMENT TRANSLATIONS & LEGALIZATIONS

# VIP PASSPORT SERVICES, INC.

2012 Louisiana Street  
Houston, Texas 77002  
713-659-8472 1-800-856-8472 Fax 713-659-3767  
Website: [www.vippassports.com](http://www.vippassports.com) Email: [vipinfo@vippassports.com](mailto:vipinfo@vippassports.com)



## OMAN VISIT E-VISA ELIGIBLE COUNTRIES ONLY

### DOCUMENTS REQUIRED

PLEASE FORWARD THIS SHEET AND ALL THE REQUIREMENTS TO THE ADDRESS LISTED ABOVE

VALID PASSPORT:	1-COPY	APPLICATION (S):	1
PASSPORT TYPE PHOTO (S):	1-COPY	TRAVEL ITINERARY:	1-COPY
REQUEST FORM:	1-COPY	COMPANY LETTER:	SEE NEXT PAGE
HOTEL CONFIRMATION:	1-COPY		

OTHER: SEE NEXT PAGES FOR MORE DETAILED INSTRUCTIONS.

### PROCESSING FEES (PER APPLICANT)

VIP SERVICE FEE: (REGULAR PROCESS)	<u>\$95.00</u>
CONSULATE FEE: (SEE NEXT PAGE)	<u>\$130.00</u>
MONEY ORDER:	<u>\$6.00</u>
OTHER FEES: _____	_____
TOTAL: (NO PERSONAL CHECKS PLEASE)	_____

#### RETURN SHIPPING FEES (SELECT ONE)

THE E-VISA WILL BE E-MAILED BACK TO THE REQUESTER, SO PLEASE BE SURE THAT THE EMAIL ADDRESS LISTED ON THE WORK ORDER IS CORRECT.

REGULAR PROCESS TIME: **3 TO 5 DAYS**

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

REVISED 3-8-2019

*Specializing in Visas, Passports, Document Legalization and Translations*

# VIP PASSPORT SERVICES, INC.

2012 Louisiana Street  
Houston, Texas 77002  
713-659-8472 1-800-856-8472 Fax 713-659-3767  
Website: [www.vippassports.com](http://www.vippassports.com) Email: [vipinfo@vippassports.com](mailto:vipinfo@vippassports.com)



## **OMAN VISIT E-VISA** U.S. PASSPORT HOLDER

PLEASE SEND THE REQUIRED DOCUMENTS BELOW TO OUR OFFICE, VIA EITHER EMAIL OR COURIER/SHIPPING. ONCE PROCESSED AND COMPLETED, WE WILL SEND A CONFIRMATION EMAIL CONTAINING THE ELECTRONIC VISA TO THE EMAIL LISTED ON THE WORK ORDER.

1.) **COPY OF VALID PASSPORT**

- MINIMUM OF 6 MONTHS VALIDITY

2.) **ONE (1) COMPLETED APPLICATION FORM**

3.) **ONE COLOR PASSPORT-TYPE PHOTO**

- MUST BE A CLEAR, COLOR PHOTO ON A WHITE BACKGROUND
- CAN BE EMAILED TO OUR OFFICE OR SENT WITH A PRINTOUT OF ALL OTHER REQUIREMENTS

4.) **COMPANY LETTER OF GUARANTEE** (***BUSINESS VISITS ONLY***)

5.) **COPY OF HOTEL CONFIRMATION**

6.) **COPY OF TRAVEL ITINERARY**

- MUST SHOW PORTS OF ENTRY INTO AND EXIT FROM OMAN

7.) **CONSULATE FEES:** \$130.00

**VALIDITY:** E-VISAS ARE ISSUED FOR SINGLE OR MULTIPLE ENTRIES WITH A VALIDITY RANGING FROM ONE MONTH TO TWO YEARS FROM THE DATE OF ISSUE. ONCE THE VISA HAS BEEN ISSUED (SINGLE ENTRY OR MULTIPLE ENTRY) 1<sup>ST</sup> ENTRY MUST BE MADE WITHIN 30 DAYS OR A NEW VISA WILL NEED TO BE REQUESTED. THE FINAL DECISION AS TO THE LENGTH OF VALIDITY AND THE NUMBER ENTRIES IS MADE BY THE EMBASSY/CONSULATE ON A CASE-BY-CASE BASIS.

**SPECIAL NOTES:**

- DOCUMENTS CAN BE SENT TO OUR OFFICE EITHER ELECTRONICALLY ([VIPINFO@VIPASSPORTS.COM](mailto:VIPINFO@VIPASSPORTS.COM)) OR BY SHIPPING TO OUR OFFICE. IF THE DOCUMENTS ARE EMAILED, PLEASE BE SURE THE PHOTO IS IN .JPEG FORMAT AND ALL OTHER DOCUMENTS ARE IN .PDF FORMAT.
- IF YOU DO NOT QUALIFY FOR AN E-VISA (*I.E. – REASON FOR TRAVEL IS FOR SOMETHING OTHER THAN BUSINESS OR TOURISM*), PLEASE CONTACT OUR OFFICE FOR ADDITIONAL/ALTERNATE INSTRUCTION AND GUIDANCE ON APPLYING FOR A VISA.
- DUE TO INTERNATIONAL EXCHANGE RATES, CONSULATE FEES ARE SUBJECT TO CHANGE WITHOUT NOTICE.

REVISED 3-8-2019 JENN

# OMAN E-VISA REQUEST FORM

## PERSONAL DETAILS

SURNAME.....

GIVEN NAME.....

PASSPORT TYPE.....

PASSPORT NUMBER.....

PASSPORT DATE OF ISSUE.....

PASSPORT DATE OF EXPIRY .....

GENDER .....

DATE OF BIRTH.....

PRESENT NATIONALITY.....

COUNTRY OF RESIDENCE.....

MOTHER'S NAME.....

PREVIOUS NATIONALITY (IF ANY).....

FORMER NAMES (IF ANY).....

---

## VISA APPLICATION INFORMATION

MARITAL STATUS  GENDER

STREET ADDRESS  CITY  STATE

ZIP CODE  COUNTRY

EMAIL ADDRESS  PHONE NUMBER

PRIMARY PURPOSE OF VISIT TO OMAN

PRIMARY OCCUPATION

APPLICANTS SIGNATURE ..... DATE .....

# VIP PASSPORT SERVICES, INC.

2012 Louisiana Street  
Houston, Texas 77002  
713-659-8472 1-800-856-8472 Fax 713-659-3767  
Website: [www.vippassports.com](http://www.vippassports.com) Email: [vipinfo@vippassports.com](mailto:vipinfo@vippassports.com)



## EXAMPLE OF A COMPANY LETTER OF GUARANTEE

**DO NOT ATTENTION THIS LETTER TO VIP SERVICES!**

DATE: \_\_\_\_\_

EMBASSY/CONSULATE OF: \_\_\_\_\_

GENTLEMEN:

MR. / MRS. **(TRAVELER)** IS ONE OF OUR EMPLOYEES WHO IS ENGAGED AS **(POSITION)** FOR **(COMPANY NAME)**. MR. / MRS. **(TRAVELER)** PLANS TO VISIT **(CITY)** FOR THE PURPOSE OF **(DETAILED EXPLANATION OF TRIP)** WITH **(COMPANY TO BE VISITED)**.

MR. / MRS. **(TRAVELER)** WILL BE DEPARTING THE UNITED STATES ON **(DATE)** AND WILL BE STAYING FOR **(LENGTH OF TRIP)**. OUR COMPANY, **(EMPLOYER)**, WILL GUARANTEE MR. / MRS. **(TRAVELER)** MAINTENANCE AND WILL BE RESPONSIBLE FOR HIS / HER WELFARE WHILE IN YOUR COUNTRY. HE / SHE IS IN POSSESSION OF SUFFICIENT FUNDS FOR HIS / HER STAY AND HAS PREPAID TRANSPORTATION TO RETURN TO THE UNITED STATES.

WE WOULD BE VERY APPRECIATIVE IF YOU WOULD ISSUE MR. / MRS. **(TRAVELER)** THE APPROPRIATE **(SINGLE OR MULTIPLE)** ENTRY BUSINESS VISA AT YOUR EARLIEST CONVENIENCE.

THANK YOU,

**(SUPERVISORS SIGNATURE)**

***PLEASE BE SURE THAT THE PERSON WHO AUTHORIZED YOUR TRIP SIGNS THIS LETTER. THE TRAVELER SHOULD NOT SIGN THIS LETTER.***