

# VISA REQUIREMENTS

## FOR TOURIST VISA

1. Application form must be filled out by the applicant
2. Valid passport for at least six months
3. Letter of employment specifying the following: a) length of employment; b) position; c) salary.
4. Bank reference letter (not a bank statement), specifying the following: a) opening date; b) number and type of account; c) current balance
5. One (1) photograph (2 x 2)
6. Consular fee: \$30.00 (money order or company check)

## FOR BUSINESS VISA

1. Application form must be filled out by the applicant
2. Valid passport for at least six months
3. Letter of presentation from employer specifying the following: a) position; b) purpose of the trip; c) name and address of company to be contacted in Venezuela; d) length of trip
4. One (1) photograph (2 x 2)
5. Non-US citizens need a copy of green card (both sides)
6. Consular fee: \$60.00 (money order or company check)

## FOR TRANSIENT VISA (TR-5)

1. Authorization from our Ministry of Interior Relations (DIEX), when applicable
2. Valid passport for at least six months
3. Application form must be filled out by the applicant
4. Medical examination
5. Police clearance record
6. One (1) photograph (2 x 2)
7. Consular fee: \$60.00 (money order or company check)

## GENERAL INFORMATION

### LETTERS:

Employers and Bank letters for tourist and business visas must be originals written in company's letterheads.

### TAXES

All visitors must pay a departure tax (in bolivars) at the Venezuelan Airport or Port.

All persons holding a business or transient visa must obtain an income declaration (Declaración de Rentas) at the offices of Ministry of Finance (Ministerio de Hacienda), Monday to Friday, from 8:00 a.m. to 4:00 p.m. .It will be required at the time departure.

### TOURIST CARDS:

Tourist cards are provided by the commercial airline and are valid for one entrance up to 90 days of permanence in Venezuela. Some restrictions apply.

When visas are submitted and need to be returned by mail, a self-addressed, stamped envelope is required.

# REPUBLICA DE VENEZUELA

## MINISTERIO DE RELACIONES EXTERIORES

Fotografía  
Photo

### SOLICITUD DE VISA Visa Application

#### TIPO DE VISA SOLICITADA (TYPE OF VISA REQUESTED):

TURISTA \_\_\_\_\_ NEGOCIOS \_\_\_\_\_ TRANSITORIA \_\_\_\_\_ DIPLOMATICA \_\_\_\_\_ OFICIAL \_\_\_\_\_ CORTESIA \_\_\_\_\_  
TOURIST \_\_\_\_\_ BUSINESS \_\_\_\_\_ TRANSIENT \_\_\_\_\_ DIPLOMATIC \_\_\_\_\_ OFFICIAL \_\_\_\_\_ COURTESY \_\_\_\_\_

#### I) DATOS PERSONALES (personal information):

APELLIDOS (Last Name): \_\_\_\_\_ NOMBRES (First Name): \_\_\_\_\_  
NACIONALIDAD (Nationality): \_\_\_\_\_ LUGAR DE NACIMIENTO: (Place of Birth): \_\_\_\_\_  
PAIS (Country): \_\_\_\_\_ ESTADO (State): \_\_\_\_\_ CIUDAD (City): \_\_\_\_\_  
FECHA DE NACIMIENTO (Date of Birth): \_\_\_\_\_ SEX : (M) \_\_\_\_\_ (F) \_\_\_\_\_  
ESTADO CIVIL S ( ) C ( ) V ( ) D ( ) (Civil Status): S ( ) M ( ) W ( ) D ( )  
DIRECCION (Address): \_\_\_\_\_  
TELEFONO (Telephone): \_\_\_\_\_ OCUPACION ACTUAL (Occupation): \_\_\_\_\_  
No. DE IDENTIFICACION (Social Security No.): \_\_\_\_\_

#### II) DATOS DEL PASAPORTE (Passport Information):

TIPO (Type): ORDINARIO (Regular): \_\_\_\_\_ DIPLOMATICO (Diplomat): \_\_\_\_\_ OFICIAL: \_\_\_\_\_ OEA: \_\_\_\_\_ O.N.U. \_\_\_\_\_  
No. PASAPORTE (Passport #): \_\_\_\_\_ FECHA DE EXPEDICION (Date of Issuance): \_\_\_\_\_  
LUGAR DE EXPEDICION (Place of Issue): \_\_\_\_\_  
FECHA DE VENCIMIENTO (Date of Expiration): \_\_\_\_\_

#### (II) DATOS VARIOS (General Information):

PROPOSITO DEL VIAJE (Purpose of the trip): \_\_\_\_\_  
FECHA DE ENTRADA (Date of Entrance): \_\_\_\_\_ FECHA DE SALIDA (Departure Date): \_\_\_\_\_  
LINEA AEREA (Airline): \_\_\_\_\_ No. DE VUELO (Flight No.): \_\_\_\_\_  
TIEMPO DE PERMANENCIA EN VENEZUELA (Length of Stay in Venezuela): \_\_\_\_\_  
NOMBRE DE PERSONA/COMPANIA A SER CONTACTADA EN VENEZUELA (Company/person to be contacted in Venezuela): \_\_\_\_\_  
QUIEN ES ECONOMICAMENTE RESPONSABLE POR SU VIAJE (Who is responsible for your trip's expenses): \_\_\_\_\_  
DIRECCION EN VENEZUELA (Address in Venezuela): \_\_\_\_\_  
TELEFONO (Telephone) : \_\_\_\_\_  
OTRA DIRECCION IMPORTANTE QUE USTED DESEE DAR EN CASO DE EMERGENCIA (Other address you wish to give in case of emergency): \_\_\_\_\_  
QUE ORGANISMO OFICIAL HA SOLICITADO LA VISA (Official Dept. requesting visa): \_\_\_\_\_  
HA ESTADO ALGUNA VEZ EN VENEZUELA (Have you ever been in Venezuela): SI (yes) \_\_\_\_\_ NO (No): \_\_\_\_\_  
FECHA (Date): \_\_\_\_\_ HA SOLICITADO VISA A VENEZUELA ANTERIORMENTE (Have you requested visa to Venezuela before): SI (yes): \_\_\_\_\_ DONDE (Where): \_\_\_\_\_ CUANDO (when): \_\_\_\_\_  
LUGAR (Place): \_\_\_\_\_ FECHA (Date): \_\_\_\_\_

\_\_\_\_\_  
FIRMA DEL SOLICITANTE  
Applicant's Signature

**POR FAVOR NO ESCRIBA EN ESTE ESPACIO**  
Please do not write in this space

#### DATOS DE LA VISA OTORGADA

ACTUACION No. \_\_\_\_\_ Fecha: \_\_\_\_\_ Clasificación: \_\_\_\_\_ Estadia: \_\_\_\_\_  
AUTORIZACION MRE: \_\_\_\_\_ FECHA: \_\_\_\_\_  
AUTORIZACION DIEX RIJE-1: \_\_\_\_\_ FECHA: \_\_\_\_\_  
REVISADA POR: \_\_\_\_\_ AUTORIZADA POR: \_\_\_\_\_