



BOTSWANA

TOURIST VISA

1. Original Passports with minimum 6 months validity from date of travel, also attach old passports (If any)
2. Visa Application Form to filled and duly signed by the applicant.
3. 2 recent Photograph.
4. Passport photocopy attested by the Gazetted officer or Notary.
5. Covering letter from applicant mentioning the purpose of travel and duration of stay and addressed to –The Visa Officer, High Commission of The Republic of Botswana, New Delhi
6. Proof of Air Tickets
7. Bank statements last 3 months personal from the current date.
8. Personal Income tax return for last 3 years.
9. Tour itinerary and proof of Hotel confirmation along with confirmed hotel booking, address, telephone no. and email address of hotel.





BUSINESS VISA

1. Original Passports with minimum 6 months validity from date of travel, also attach old passports (if any).
 2. Visa Application Form to filled and duly signed by the applicant.
 3. 2 recent Photograph.
 4. Passport photocopy attested by the Gazetted officer or Notary.
 5. Covering letter on company letterhead mentioning name, designation department and contact number of the applicant, the letter should also mention company profile and addressed to –The Visa Officer, High Commission of The Republic of Botswana, New Delhi
 6. Invitation letter from Botswana Company along with ID proof from the host and invitee should be Botswana National.
 - a) Attested copy of Host National Identity, Work permit, Residence permit, Exemption Certificate, Naturalization Certificate.
 - b) Attested copies of Trade License, Certificate of Incorporation, Share Certificate of Host.
- Please Note:
- a) The attestation has to be done either by Botswana Immigration or by Botswana Police Department.
 - b) Invitee's ID copy has to be notarized from local notary department in Botswana.
7. Brief company profile.
 8. Chamber of commerce letter.
 9. Proof of Air Tickets.
 10. Income tax returns form for last 2 yrs. Personal.
 11. Bank statements last 3 months personal from the current date stamped & signed by bank.





TERMS & CONDITIONS:

- ❖ Visa requirement's mentioned above are for reference only, for any clarification please get in touch with one of our Visa Experts
- ❖ Visa requirement mentioned are based on what embassies ask for while submitting at a Visa centre in New Delhi, for submission of application in other cities or states requirements may vary
- ❖ Passport must have at least 2 blank pages for Visa printing
- ❖ Applicants could be asked for additional documents even after submission of Visa application or may be called by the particular embassy for an interview in some cases
- ❖ For Schengen/UK/ USA and many other countries Visa applicants have to go in person for submission of application
- ❖ Visa approval/rejection is at the sole discretion of the embassy & Visaclues.com (a unit of SKIES HOLIDAYS (P) LTD) shall not be held responsible in any case
- ❖ Visa fees in non-refundable once the application is submitted, what so ever visa outcome is.
- ❖ Visa charges may or might change if the embassy makes any changes in the fees
- ❖ Visa application will be processed only after receipt of complete documents from the client's end
- ❖ Visa processing time should be calculated from the date application is submitted at a Visa centre
- ❖ Processing time provided by any embassy/consulate is for reference only; it may vary from case to case and is strictly at the discretion of the embassy. Visaclues.com (a unit of SKIES HOLIDAYS (P) LTD) shall bear no responsibility of loss of tickets, hotel or package tour pre booked by the applicant in case of delay in Visa decision by the embassy.
- ❖ GST (18%) on service charges will be extra on the total invoice
- ❖ Notarization of passport pages (wherever applicable) will cost extra
- ❖ Courier charges will be extra
- ❖ In case of honeymooners applicants needs to submit proof of marriage like wedding card, Sagan or marriage picture (post card size) or marriage certificate

