



NIGERIA

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 photographs 35 x 45 mm, proper white background, and matt finish 80% face size.
4. Covering letter from applicant on company's letter head mentioning the purpose of travel and duration of stay.
5. Employment letter from the current organization (employer) stating the position and the tenure of service.
6. Yellow fever certificate.
7. Invitation letter from the Nigerian Company, it must have the stamp of the Nigerian Company on it. The name and phone number of the authorized signatory should be mentioned on the letter.
8. Company registration proof of the invitee company.
9. Income Tax / Form 16 for last 3 years.
10. Salary slips for last 3 months (If employed).
11. Invitee company authorized signatory's photo id proof is mandatory.
12. Company registration proof e.g. Shop ACT, MOA, and partnership deed etc. - If Self Employed.
13. Original Personal & Company Bank statements stamped & signed by bank for last 6 months with good transaction history & healthy balance.
14. Polio Vaccination 4 weeks prior travel date has been made mandatory.

FAMILY and FRIEND VISIT 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 photographs 35 x 45 mm, proper white background, and matt finish 80% face size.
4. Covering letter from applicant mentioning the purpose of travel and duration of stay.
5. Invitation Letter from Inviting person in original. The person who will send the Sponsorship letter need to mention his mobile no on the invite letter, also need's to give his passport copy if he is Nigerian. In case if he/she is a foreigner then they need to give their passport copy along with their residence/work permit copy.
6. Yellow fever certificate.
7. Air Tickets.
8. Polio Vaccination 4 weeks prior travel date has been made mandatory.
9. Income tax returns/ For 16 for last 3 years.
10. Income Tax / Form 16 for last 3 years.
11. Company registration proof e.g. Shop ACT, MOA, and partnership deed etc. - If Self Employed.
12. Original Personal & Company Bank statements stamped & signed by bank for last 6 months with good transaction history & healthy balance.
13. Salary slips for last 3 months (If employed).





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

