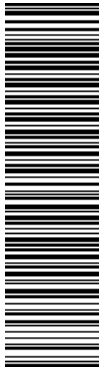


Mail documents to: VisaHQ.co.uk Ltd.  
24 Tufton Street  
London SW1P 3RB  
Tel: 4420 4577 3307



## Namibia Tourist visa Application



### Please enter your contact information

Name:

Email:

Tel:

Mobile:

The latest date you need your passport returned in time for your travel:

The Embassy is closed every Friday.

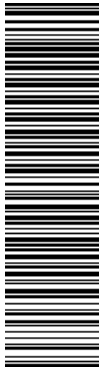


### Namibia tourist visa checklist

- Filled out and signed Namibia tourist visa application form.** The form is enclosed.
- Original Passport.** Original, signed Guatemala passport with at least 6 months of remaining validity from the returning date of entry and at least Three (3) or more blank pages
- 1 Photographs.** Standard passport photographs 35mm x 45mm on a white background.
- Payment.** Credit Card Authorization form, Postal Order payable to **VisaHQ.co.uk**.
- Return mailer.** Prepaid self-addressed return label or payment for Royal Mail.
- Proof of Status.** Original ILR card or other proof of resident status in the UK, this should be valid for a minimum of six months upon date of entry to Namibia.
- Itinerary.** Copy of round trip **tickets or confirmed itinerary**.
- Yellow Fever Vaccination.** If the applicant has traveled within the last 90 days to any of the Yellow Fever Countries an International Certificate of Vaccination for Yellow Fever will be required.
- Travel insurance.** Travel insurance covering the whole period of stay in Namibia.
- Legal Status.** Original Proof of Residency in the UK confirming your legal status. Please note that your UK visa or residence permit should be valid for more than 6 months from the time of application.

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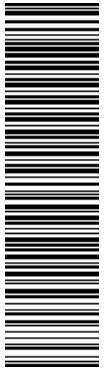
- Bank Statement.** Copy of a recent bank statement showing proof of sufficient funds.
- 
- Employment Letter.** An original letter from your employer/school (on business letterhead, with contact details), stating that a leave of absence has been granted and that you will be returning to your current job. The Employment Letter must be addressed to Namibia High Commission. If you are self-employed, include a copy of your business license and tax return. If you are retired please submit proof of your retirement fund.
- 
- Hotel Reservations.** Copy of confirmed hotel reservations including name of the applicant, name and address of the hotel, duration of stay.
- 
- Invitation Letter.** Copy of an invitation letter from family or friends in Namibia and a copy of their passport and visa.
- 

If you wish to prepay return shipping, please add the shipping fee to the total and provide return address:

- |  |                     |
|--|---------------------|
| <input type="checkbox"/> Royal Mail Special Delivery by 1 pm (Next Day) - from £11                       | <b>Name:</b>        |
| <input type="checkbox"/> Same day Central London courier delivery - from £15                             | <b>Company:</b>     |
| <input type="checkbox"/> Royal Mail Special Delivery by 9 am (Next Day) - from £25                       | <b>Address:</b>     |
| <input type="checkbox"/> Royal Mail Special Delivery Saturday Guarantee before 1pm (Next Day) - from £25 | <b>City:</b>        |
| <input type="checkbox"/> Same Day Outside Central London - from £30                                      | <b>Postal code:</b> |
| <input type="checkbox"/> UK Next Day courier delivery - from £35   |                     |
| <input type="checkbox"/> Royal Mail Special Delivery Saturday Guarantee before 9am (Next Day) - from £35 |                     |
| <input type="checkbox"/> VHQ same day Central London - from £40  |                     |
| <input type="checkbox"/> Airport Service MEET&GREET - from £75   |                     |
| <input type="checkbox"/> Airport Delivery HEATHROW - from £80  |                     |
| <input type="checkbox"/> Airport Delivery GATWICK - from £90   |                     |
| <input type="checkbox"/> Prepaid self addressed mailer - £0  |                     |
| <input type="checkbox"/> Local pick up in test - £0  |                     |

**Applicants requiring multiple entry must apply whilst in Namibia to the Ministry of Foreign Affairs.**

Mail documents to: VisaHQ.co.uk Ltd.  
24 Tufton Street  
London SW1P 3RB  
  
Tel: 4420 4577 3307



## Namibia Tourist visa Application

	Type of visa	Validity	Processing time	Embassy fee	Service fee	VAT	Total
	Single Entry	up to 90 days	3 business days	£95.00	£120.00	£24.00	£239.00
	Single Entry	up to 90 days	Same business day	£95.00	£120.00	£24.00	£239.00
	Multiple Entry	up to 90 days	3 business days	£125.00	£120.00	£24.00	£269.00
	Multiple Entry	up to 90 days	Same business day	£125.00	£120.00	£24.00	£269.00

This order is subject to Terms of Service, posted on VisaHQ website.  
All fees and requirements may change without notice.





## REPUBLIC OF NAMIBIA

Ministry of Home Affairs and Immigration

Immigration Control Act, 1993

### APPLICATION FOR VISA

(Sections 12 and 13 / Regulation 11)

**FOR OFFICIAL USE ONLY**  
Approved / Not Approved  
Single / Multiple entry

File No.: \_\_\_\_\_

Date of issue: \_\_\_\_\_

Date of expiry: \_\_\_\_\_

Remarks: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Items 4 to 10 to be completed by inserting an "X" in the appropriate box.

1. Surname: \_\_\_\_\_
2. First names: \_\_\_\_\_
3. Maiden name (if applicant is or was a married woman): \_\_\_\_\_
4. Sex:  Male  Female
5. Marital status:  Never Married  Married  Divorced  Widow/Widower
6. Have you at any time applied for a permit to settle permanently in Namibia?  Yes  No
7. Have you ever been restricted or refused entry to Namibia?  Yes  No
8. Have you ever been deported or ordered to leave Namibia?  Yes  No
9. Have you ever been convicted of any crime in any country?  Yes  No
10. Are you suffering from tuberculosis, or any other contagious lung disease; trachoma, or any other chronic eye infection, frambesia, yaws, scabies or any other contagious bacterial skin disease; syphilis or any other venereal disease; or leprosy or Acquired Immune Deficiency Syndrome virus (AIDS virus), or any mental illness or affliction?  Yes  No
11. If the reply to any one of the questions 6 to 10 is in the affirmative, attach full particulars.
12. Birth (a) Date: \_\_\_\_\_ (b) Place: \_\_\_\_\_ Country: \_\_\_\_\_
13. Citizenship: \_\_\_\_\_ (if acquired by naturalization, state original citizenship)
14. Passport: (a) Number: \_\_\_\_\_ (b) Place of issue: \_\_\_\_\_  
(c) Date of issue: \_\_\_\_\_ (d) Date of expiry: \_\_\_\_\_  
(e) Is passport valid for travel to Namibia:  Yes  No
15. (a) Present residential address: \_\_\_\_\_  
(b) Telephone no.: ( \_\_\_\_\_ ) \_\_\_\_\_
16. Address and period of residence in country of which you are a permanent resident:  
(a) Residential address: \_\_\_\_\_  
(b) Telephone no.: ( \_\_\_\_\_ ) \_\_\_\_\_ (c) Period: \_\_\_\_\_
17. Occupation or Profession: \_\_\_\_\_
18. Firm, company, university, etc., to which you are attached or which you represent:  
(a) Name and address of employer: \_\_\_\_\_  
(b) Telephone no.: ( \_\_\_\_\_ ) \_\_\_\_\_  
(c) Nature of business: \_\_\_\_\_  
(d) If a student, name of university to which you are attached and the course pursued: \_\_\_\_\_
19. If accompanied by your wife and children state:
- | First Names | Date of Birth | Place of Birth |
|-------------|---------------|----------------|
| (a) _____   | _____         | _____          |
| (b) _____   | _____         | _____          |
| (c) _____   | _____         | _____          |
20. (a) What amount of money will you have available on arrival in Namibia for your own use? N\$ \_\_\_\_\_  
(b) Will you be in possession of an onward/return ticket?  Yes  No

(N.B. separate applications have to be completed in respect of your spouse or children over the age of 16 years and children travelling with their own passports.)

**NOTE: COMPLETE ONLY PART A OR B**

**(A) HOLIDAY / BUSINESS / WORK / TRANSIT / VISA**

1. Intended date and port of arrival in Namibia: \_\_\_\_\_
2. (a) What is the purpose of your visit? \_\_\_\_\_  
 (b) if it is for business purposes, explain in detail the nature of business: \_\_\_\_\_  
 \_\_\_\_\_  
 (c) Duration of intended visit (Number of days, weeks or months) \_\_\_\_\_
3. Places to be visited in Namibia (full address, including telephone number must be provided) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
4. If the purpose of your visit is for medical treatment, please provide the following information:  
 (a) Name of doctor, hospital or clinic you will visit: \_\_\_\_\_  
 (b) Who will pay your medical expenses and hospital fees: \_\_\_\_\_  
 (c) If you are liable for the expenses and fees above, state amount of funds available: \_\_\_\_\_
5. Proposed residential address in Namibia: \_\_\_\_\_  
 \_\_\_\_\_ Telephone no.: ( \_\_\_\_\_ ) \_\_\_\_\_
6. Names and addresses of relatives in Namibia:  

Name	Address and Telephone number	Relationship
(a) _____	_____	_____
(b) _____	_____	_____
7. Date of last visit, if any, to Namibia: \_\_\_\_\_
8. Do you contribute professionally or otherwise to publications, radio, television or films? If so, give details: \_\_\_\_\_  
 \_\_\_\_\_
9. (a) Destination after leaving Namibia: \_\_\_\_\_  
 (b) Mode of travel to destination: \_\_\_\_\_  
 (c) Intended date and port of departure: \_\_\_\_\_  
 (d) Is your entry to that destination assured, e.g. do you hold a visa or a permit for permanent or temporary residence? (Proof to be submitted)  
 \_\_\_\_\_
10. Reasons for travelling through Namibia: \_\_\_\_\_  
 \_\_\_\_\_

**(B) RETURN VISA**

**IMPORTANT**

An applicant has to:

- (i) produce his or her passport or travel document; and
- (ii) submit proof of his or her right of residence in Namibia if not endorsed in his or her passport.

1. (a) Kind of Permit and number: \_\_\_\_\_  
 (b) Date of departure: \_\_\_\_\_  
 (c) Expected date of return: \_\_\_\_\_
2. Particulars of Residence in Namibia:  

Date of first entry	Port of entry	Periods of residence in Namibia	
		From	To
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
3. Countries to which you will be travelling:  
 (a) \_\_\_\_\_ (b) \_\_\_\_\_ (c) \_\_\_\_\_ (d) \_\_\_\_\_
4. Purpose of journey (explain fully): \_\_\_\_\_  
 \_\_\_\_\_

I solemnly declare that the above particulars given by me are true in substance and in fact and that I fully understand the meaning thereof.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

(N.B. Only the signature of the applicant will be accepted)



**REPUBLIC OF NAMIBIA**  
Ministry of Home Affairs and Immigration  
**APPLICATION FOR VISA**  
**INSTRUCTIONS AND INFORMATION**

**IMPORTANT**

- (i) Failure to complete the visa application in detail may result in the delay or rejection of a visa.
- (ii) A separate application form must be completed by each applicant over the age of 16 years and by each applicant under the age of 16 years who is in possession of his/her own passport.
- (iii) Visas granted will be subject to the laws and regulations governing the admission of persons to the Republic of Namibia. A temporary visitor must, inter alia, be in possession of a valid passport which must bear a valid visa, if required, for entry into the Republic of Namibia; be of sound mind and body; have a clear record as far as certain criminal offences are concerned; and must satisfy the Immigration Officer at the port of arrival that he/she has sufficient means to support him/her for a reasonable period after his/her arrival, and for his/her return passage, if he/she is not in possession of a return ticket.  
The Immigration Officer may require from the temporary visitor to make a cash deposit if he/she cannot comply with any of the above - mentioned requirements.

**OFFICES AT WHICH VISAS ARE ISSUED**

Diplomatic or consular representatives of the Republic of Namibia abroad. (See overleaf) The Ministry of Home Affairs and Immigration, Cohen Building, corner Independence Avenue and Casino Streets, Windhoek (Postal Address: Private Bag 13200, Windhoek) and in the case of holders of official or diplomatic passport or Laissez Passer, the Ministry of Foreign Affairs, Windhoek.

**HOW TO OBTAIN VISA**

Applicant's must submit their completed applications to the nearest Namibian diplomatic or consular Representative at least 60 days prior to their proposed date of departure. Applicants in countries where Namibia is not represented may also send their applications directly to the Ministry of Home Affairs and Immigration, Windhoek. Applications may also be transmitted through the various airlines, shipping companies or travel agencies arranging the applicant's visit to the Republic of Namibia.

If the request for a visa is approved, the visa will be stamped in the passport and the passport returned. If the applicant's passport is not available, a loose leaf visa (i.e. a visa not endorsed in a passport) will be issued and forwarded to the applicant or his agent by airmail. If the date and place of arrival and the flight number is available, the Immigration Officer at the port of arrival in the Republic of Namibia will be advised accordingly, if necessary. In the case of urgency, the Ministry of Home Affairs and Immigration will be prepared to advise the applicant or the agent who has submitted the application, by telegram, telex or facsimile of the outcome of the visa application. The visa or other document authorising the applicant's entry into the Republic of Namibia must be produced to the Immigration Officer at the port of arrival in the Republic of Namibia.

**PHOTOGRAPHS**

An applicant who cannot submit his passport for a visa must attached two passport-type photographs, measuring 37 x 52 mm, to his/her visa application, and in the case where the applicant has to be forwarded by fax a copy of his/her photograph should accompany the application. The reverse side of the photographs must bear the applicant's name and signature.

**PASSPORT**

A valid passport (valid for at least 6 months longer than the intended stay) must accompany the visa application except in the case of the passport not being available.

**HEALTH REQUIREMENTS**

- (1) Yellow fever - Inoculation is a requirement only if the journey to the Republic of Namibia entails passing through the yellow fever area of Africa by any other means than by a scheduled air service.
- (2) The validity of Yellow fever certificates begins 10 days after the date of vaccination.

**PERSONS IN TRANSIT**

Persons applying for a transit visa must submit proof (if required) that they will be admitted to the country of their destination.

(This page must be retained by the applicant)

## OFFICES AT WHICH VISAS ARE ISSUED

### A OFFICES IN NAMIBIA

#### 1. The Ministry of Home Affairs and Immigration

Cohen Building  
corner Independence and Casino Streets  
Private Bag 13200  
Windhoek

#### 2. The Ministry of Foreign Affairs

(In case of Official and Diplomatic Passports  
or Laissez Passer)

### B NAMIBIAN DIPLOMATIC MISSIONS ABROAD

#### 1. Angola

Rua Dos Coquiros No. 37  
P.O. Box 953, Luanda, Angola  
Tel: 00244 - 2 - 395483/394730/3962811  
Fax: 00244 - 2 - 339234

#### 2. Belgium

Avenue de Tervuren 454  
B 1150 Brussels, Belgium  
Tel: 0032 - 2 - 771 - 14-10  
Fax: 0032 - 2 - 771 - 96 - 89

#### 3. Cuba

5th A Street 44-64 Miramar - Havana  
Cuba  
Tel: 0053 - 7 - 241 - 430/28  
Fax: 0053 - 7 - 241 - 431

#### 4. Ethiopia

Bole Road W. 17. K. 19 House No. 002  
P.O. Box 1443, Addis Ababa, Ethiopia  
Tel: 00251 - 1 - 611966/612055  
Fax: 00251 - 1 - 612677

#### 5. France

80 Avenue Foch 17, Square de L' Avenue Foch  
Paris, France  
Tel: 0033 - 144 - 17 - 3265/76  
Fax: 0033 - 144 - 17 - 3273

#### 6. Germany

5 Wichmannstrasse  
10787, Berlin, Germany  
Tel: 0049 - 30 - 2540950  
Fax: 0049 - 30 - 25409555

#### 7. Nigeria

Plot 1738 T.Y. Danyuma Street  
Cadastral  
Zone, A4 Asokoro, District Abuja  
Tel: 00234 931 42740/1/2/3/4  
Fax: 00234 931 42743

#### 8. Sweden

Luntnakargatan 86-88, 111 22 Stockholm  
Tel: 09468 612 7788  
Fax: 09468 612 6655

#### 9. United Kingdom

6 Chandos Street, London - WIM OLQ  
United Kingdom  
Tel: 0044 - 207 - 636 - 6244  
Fax: 0044 - 207 - 637 - 5694/637099

#### 10. United Nations

135 East 36 Street, New York  
Tel: 001 - 212 - 685 - 2003  
Fax: 001 - 212 - 685 - 1561

#### 11. United States of America

1605 New Hampshire Ave. N.W.  
Washington D.C., 20009 U.S.A.  
Tel: 001 - 202 - 986 - 0540  
Fax: 001 - 202 - 986 - 0443

#### 12. Russian Federation

Street Konyushkovskaya, 28 Moscow  
Tel: 07095 252 2471  
Fax: 07095 253 9610

#### 13. Zambia

30 A Mutende Road  
P.O. Box 30577 Woodlands, Lusaka  
Tel: 00260 - 1 - 260407/8  
Fax: 00260 - 1 - 263858

#### 14. Botswana

P.O. Box 987  
2nd Floor, Debswana House  
Gaborone  
Tel: 00267 - 3902181  
Fax: 00267 - 3902248