



Thank you for choosing GAN Visa Services to handle your application

Saudi Attestation Requirements

Documents Checklist		✓
1.	Clear Scan copy of the Certificate	<input type="checkbox"/>
2.	Scan copy of the passport	<input type="checkbox"/>
3.	Scan copy of complete TWMIC	<input type="checkbox"/>
4.	Scan copy of Complete Consent	<input type="checkbox"/>
5.	Scan copy of attestation request letter from the Saudi company stamped by Saudi chamber of commerce (Sample attached)	<input type="checkbox"/>
6.	GAN Visa Order Form	<input type="checkbox"/>

Process time and handling fee

Attestation takes from 2 working weeks there is no time frame as it depends on how fast the University respond to the Saudi cultural attaché and many other factors

- ❖ Attestation service £124
- ❖ Validation by Solicitor in 1 working day £48
- ❖ FCO Legalisation in 1 working day £75 plus our handling fee £50.
Or Standard from 5 working days £42 Plus our handling fees £22.
- ❖ Saudi embassy in 3 working days £48
- ❖ VAT applies to the above fees.

Saudi Arabian Cultural attaché Bureau
630 Chiswick High Road
London

Your Address

W4 5RY

postcode

United Kingdom

TO Whom It May Concern

Date:

Dear Sirs,

I the undersign authorize and give permission for GAN Visa Services to carry out all the necessary work to get my documents attested on my behalf please.

Yours Faithfully,

Print name

Signature

To whom it may concern,

I am writing to give authorisation for the Saudi Arabian Cultural Bureau in London to authenticate my attached qualification issued by _____ .

As per the Data Protection Act requirements, I hereby give my full consent to disclose all relevant documents requested by the Saudi Arabian Cultural Bureau, 630 Chiswick High Road, London W4 5RY.

I appreciate your full cooperation.

Yours Sincerely,

Name:

Signature:.....

Date:.....



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 Paddington
 London
 W2 2UT
 United Kingdom
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 +44 (0) 207 846 0082

GAN VISA A Travel and Legalisation
 Services
**Medical & Legalisation Order
 Form**

Contact Details	Name	
	Phone	
	Email	

Applicants Details	Full Name	Nationality	Passport Number

Service Details	Service required	Medical for <input type="checkbox"/> British Passport Renewal <input type="checkbox"/> FCO Premium <input type="checkbox"/> FCO Standard <input type="checkbox"/> Certifying by Solicitor <input type="checkbox"/> Notary public <input type="checkbox"/> Saudi Cultural attaché attestation <input type="checkbox"/> Translation to <input type="checkbox"/> Embassy of..... <input type="checkbox"/>
	Document Type	

Service Type	Express	1 to 3 Working Days <input type="checkbox"/>
	Standard	4 to 7 Working Days <input type="checkbox"/>
	7 Working Days	7 Working Days Plus <input type="checkbox"/>

Delivery Method	Collection form our office or Pre paid envelop <input type="checkbox"/>	Return address
	Special Delivery £10 <input type="checkbox"/>	Post code
	International Courier £49 <input type="checkbox"/>	
	Special instruction <input type="checkbox"/>	Pick up Courier <input type="checkbox"/> Airport Courier <input type="checkbox"/>

Payment Method	Bank transfer <input type="checkbox"/>	Paying in reference:	
	Card Payment <input type="checkbox"/>	Debit Card + 2.6 % fee <input type="checkbox"/>	Credit Card + 3.9 % fee <input type="checkbox"/>

I Authorise GAN Visa Services and it's affiliated partners to check and lodge my documents/visa applications to the relevant embassy on my behalf. GAN Visa Services will not held liable for any delays or losses incurred by a third parties (Embassy, Royal Mail. Courier ...etc) And I also Authorise GAN Visa to charge the cost of its professional services to my credit/debit card. I have read and agree with GAN Visa Terms and Conditions, provided on the Website.

Print Name

Signature:

Date: