



*Thank you for choosing GAN Visa Services to handle your application*

**We will help to get your visa in 3 easy steps;**

**First step:**

Submit your original documents and forms in person to GAN Visa or by using Royal Mail Special Delivery or Courier to the following address;

**GAN Visa Services**

26 Dover Street

Mayfair

London

W1S 4LY

United Kingdom

**Second step:**

Once we receive your documents, we will check them, process the application and forward it to the embassy.

**Third step:**

When your visa is issued we will collect your passport from the embassy and send it directly to your address.

# Family Residence Saudi Visa Requirements

	Documents Checklist	✓
1.	Passport must be valid for more than six months beyond post entry date and have 2 blank pages opposite each other.	<input type="checkbox"/>
2.	Saudi visa application form, (the form is found in this pack).	<input type="checkbox"/>
3.	One recent colour photographs taken against a white background and printed on high quality photo paper.	<input type="checkbox"/>
4.	An online visa application, we will complete this on your behalf.	<input type="checkbox"/>
5.	A clear copy of Yellow slip or copy of approval issued by the Saudi Arabia Ministry of Foreign Affairs.	<input type="checkbox"/>
6.	Medical report legalised by FCO. We can arrange medical examination and the FCO Legalisation	<input type="checkbox"/>
7.	A copy of Marriage certificate and copy of Birth certificate for children.	<input type="checkbox"/>
8.	A copy of Spouse's Passport & IQama.	<input type="checkbox"/>
9.	ACRO Police certificate Legalised by the FCO. We can arrange the FCO Legalisation	<input type="checkbox"/>
10.	GAN Visa Order Form	<input type="checkbox"/>

## Saudi Embassy Visa and E-Number fee

Single Entry £10

Processing E-Number £20

## Process time and Handling fee

We charge a handling fee additional to the Saudi embassy visa fee, for our validation service to ensure all of your documents are in order. We will also generate the E-number, as well as covering the courier fees for submitting & collecting the visa application from the Saudi embassy in London.

- ❖ Premium Service; 1 working days £168.
- ❖ Express Service; 3 working days £108.
- ❖ Standard Service; 5 working days £79.
- ❖ Medical examination takes 3 working day £282.
- ❖ Medical report legalisation in one day by FCO £75 plus our handling fee £50.  
Or Standard in 5 working days £42 Plus our handling fees £22.
- ❖ Royal Mail Special Delivery £10.
- ❖ VAT applies to the above fees.

## Note

- ❖ Saudi Visas issued in the UK are valid for entry by air only.

PHOTO



سفارة المملكة العربية السعودية  
القسم القنصلي - لندن

**EMBASSY OF THE KINGDOM OF SAUDI ARABIA  
CONSULAR SECTION**

30 Charles Street, Mayfair, London W1X 8LP  
Telephone: 020 7917 3000 Fax: 020 7917 3255

طلب للإقامة أو الزيارة العائلية

**FAMILY VISIT OR RESIDENCY VISA APPLICATION**

FOR OFFICIAL USE ONLY

Full Name : الأسم الكامل :

Family Name : الأسم العائلي :

Date of Birth : تاريخ الولادة : Place of Birth : محل الولادة :

Previous Nationality : الجنسية السابقة : Present Nationality : الجنسية الحالية :

Sex : الجنس : Profession : المهنة :

أنثى  
Female

نكر  
Male

Marital Status : الحالة الاجتماعية :

Sect : المذهب : Mother's Name : أسم الأم : Religion : الديانة :

Permanent Address & Telephone Number in the UK of Applicant : العنوان الدائم ورقم التليفون في بريطانيا لمقدم الطلب :

Name, Address & Telephone Number Of Relatives In Saudi Arabia : أسماء الأقارب والعنوان والتليفون في المملكة العربية السعودية :

Authorization No. : تعميم وزارة الخارجية :

Passport Number & Place of Issue : رقم الجواز ومحل الاصدار :

Date of Issue : تاريخ الإصدار : Expiry Date : إنتهاء الصلاحية :

Duration Of Stay In Saudi Arabia : مدة الإقامة في المملكة العربية السعودية :

Dependants Travelling on the Same Passport : أفراد العائلة (المضافين) على نفس جواز السفر :

نوع الصلة Relationship	تاريخ الميلاد Date of Birth	الجنس Sex	الإسم الكامل Full Name

I, the undersigned, hereby certify that all the information I have provided is correct and I will abide by the laws of Saudi Arabia during the period of my residence in it.

انا الموقع انا اقر بان كل المعلومات التي دونتها صحيحة وسأكون ملتزماً بقوانين المملكة العربية السعودية أثناء فترة وجودي بها.

Applicant's Signature :

Date :

التاريخ :

توقيع مقدم الطلب :

**For Official Use Only :**

	مدة الإقامة		رقم التأشيرة
	المدقق		تاريخها
	المختص		صلاحيتها

**IMPORTANT : THIS SECTION MUST BE COMPLETED FULLY**

Full Name :

Company Name and Address in The UK :

Name & Address of Government Dept. or company being visited in Saudi Arabia :

Point of entry into Saudi Arabia :

Nationality :

Tel No. :

Proposed Departure Date :



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26 Dover Street  
Mayfair  
London  
W1S 4LY

**GAN VISA** Travel and Legalisation  
Services

[info@gan-visa.co.uk](mailto:info@gan-visa.co.uk)

United Kingdom

+44 (0)20 3488 0987

VAT Number: 247089483 +44 (0)207 846 0082

## Visa Order Form

<b>Contact Details</b>	Name	
	Phone	
	Email	

<b>Applicants Details</b>	Full Name	Nationality	Passport Number	Date of Travel

<b>Visa Details</b>	Destination	
	Propose of visit	Business <input type="checkbox"/> Tourist <input type="checkbox"/> Work <input type="checkbox"/> Transit <input type="checkbox"/> Government <input type="checkbox"/> Study <input type="checkbox"/> Working visit <input type="checkbox"/> Umrah <input type="checkbox"/> Extension <input type="checkbox"/> Private <input type="checkbox"/>
	Visa Entry Type	Single <input type="checkbox"/> Double <input type="checkbox"/> Multi 6M <input type="checkbox"/> Multi 1Yr <input type="checkbox"/>
	Date passport must be in your possession:      /      /	

<b>Service Type</b>	Premium	1 Working Day <input type="checkbox"/>
	Express	3 Working Days <input type="checkbox"/>
	Standard	5 Working Days <input type="checkbox"/> / 7 Working Days <input type="checkbox"/>

<b>Delivery Method</b>	Collection from our office or Pre paid envelop <input type="checkbox"/>	Current Address
	Special Delivery £10 <input type="checkbox"/>	Post code:
	International Courier £49 <input type="checkbox"/>	Special Instruction:
	UK Courier <input type="checkbox"/>	Airport Courier <input type="checkbox"/>

<b>Payment Method</b>	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:**