



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.

Sudan Business Visit 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.	Sudan visa application form, (the form is found in this pack).	<input type="checkbox"/>
3.	Recent colour photographs taken against a white background and printed on high quality photo paper.	<input type="checkbox"/>
4.	An original letter from the applicant's UK employer. This letter must: <ul style="list-style-type: none"> ➤ Be addressed to the Embassy ➤ Include the name of the applicant ➤ Specify the purpose of journey ➤ Include the name of the organisation to be visited ➤ Specify the requested number of entries and the length of visa required ➤ Include an acceptance of financial responsibility for the applicant ➤ State name and address of applicant's host ➤ Be on company letterhead paper 	<input type="checkbox"/>
5.	A letter of invitation from the company the applicant is visiting. A copy is acceptable. This letter must: <ul style="list-style-type: none"> ➤ Be on company letterhead paper ➤ Include the name of the applicant ➤ State the purpose of journey ➤ Specify the requested number of entries and the length of visa required ➤ Bear the signature of the inviting party ➤ Bear the company stamp/seal ➤ Be approved by the Ministry of Foreign Affairs ➤ Be transmitted by the Ministry of Foreign Affairs and confirmed received by the Embassy prior to submission 	<input type="checkbox"/>
6.	Photocopy of the passport 's information page.	<input type="checkbox"/>
7.	GAN Visa Order Form.	<input type="checkbox"/>

Sudan Embassy Visa Fee

Single Entry £55

Process time and Handling fee

We charge a handling fee additional to the Sudanese embassy visa fee, for our validation service to ensure all of your documents are in order, as well as covering the courier fees for submitting & collecting the visa application from the Sudan embassy in London.

- ❖ Express takes around 3 working days £70.
- ❖ Royal Mail Special Delivery £9.

Form No.7

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ
The Republic of The Sudan
Ministry of Interior
Passport & Immigration General Directorate
Application for Entry Visa

Surname _____ Full Name _____

Mother's Name _____ Nationality _____ Religion _____

Place and Date of Birth _____

D	D	M	M	Y	Y	Y	Y
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Sex: Male Female Profession _____

Home Address _____ Telephone _____

_____ Fax _____

_____ E-mail _____

Type of Document: National Passport Travel Document Other

No _____ Place of Issue _____

Date of Issue

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

 Date of Expiry

D	D	M	M	Y	Y	Y	Y
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Names of Persons Accompanying the Applicant (Under 16 Years)

Name	Relation	Date of Birth	Sex	
			Male	Female

Purpose of Visit

Work Official NGO Investment Visit
Study Tourism Treatment Other

Sponsor

Government Company Educational Institute Other

Name _____

Address _____

Telephone _____

Signature _____ Date _____

Supporting Documents

Passport Copy Labour Office Approval Guarantee Certificate
Educational Institute Approval Health Certificate Other

Official Use

Acceptance of Application <input type="checkbox"/>	Reason _____
Rejection <input type="checkbox"/>	_____
Name of Officer _____	Date _____
Signature _____	Stamp _____ Office _____



Visa Order Form

Contact Details	Name	
	Phone	
	Email	

Applicants Details	Full Name	Nationality	Passport Number	Date of Travel

Visa Details	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: / /			

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

Delivery Method	Collection from our office or Pre paid envelop <input type="checkbox"/>	Return address
	Special Delivery £9 <input type="checkbox"/>	Post code
	International Courier £49 <input type="checkbox"/>	
	Special instruction	

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 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 also give authorisation to charge a variable amount to my credit/debit card. I have read and agree with GAN Visa Terms and Conditions, provided on the Website.

Print Name

Signature:

Date: