

THIS IS NOT AN APPLICATION; IT IS ONLY A COVERING LETTER FOR AMERICAN VISA OF DC

NIGERIA

Visa Requirements:

- Signed Passport valid for six months with at least one blank visa page.
- One [online visa application](#) form completed, printed, signed and \$180 paid through the Nigerian Immigration Service.
- One copy of the "Payment Receipt" and "Application Confirmation" from the Nigerian Immigration Service.
- Two color passport sized photos 2" x 2" ONLY on white or very light background.
- An invitation letter from Nigerian company with a company seal ([for business visa](#)).
- A letter of financial responsibility from the company in the U.S.A. ([For business visa](#)).
- Copy of flight itinerary from the travel agent or a copy of tickets ([For tourist visa](#)).
- Copy of hotel confirmation ([For tourist visa](#)).
- Invitation from Nigerian citizen and a copy of the first six pages of the Nigerian Passport ([For personal visit](#)).
- Copy of the Green Card ([For Non-U.S. Citizens](#)).

Validity of Visas: Single entry visas are valid for three months and multiple entry visas are valid for six months.

Jurisdiction: Residents of all states can be processed in Washington DC.

Contact Person's Name: _____ Phone and email: _____

SHIPPING INSTRUCTIONS: Return completed process to:

Company Name (If applicable): _____ Contact Name _____
 Address _____ Apt#/Mail Code _____
 City _____ State _____ Zip Code _____
 Phone # _____ Email Address _____

TRAVELER(S) INFORMATION:

Departure Date from U.S.A.: _____ **Need by this date:** _____ *Rush fees **will be** applied to meet this date **if necessary**

1) Last Name: _____ First Name _____
 Passport #: _____ Passport Expires: _____ Date of Birth ____ / ____ / ____

2) Last Name: _____ First Name _____
 Passport #: _____ Passport Expires: _____ Date of Birth ____ / ____ / ____

Processing Fees: (please check one)

Processing Time:	American Visa of DC Fee:	Nigerian Embassy Fee	Money Order Fee	Fed Ex Shipping Fee	TOTAL
15 - 21 Business Days:	\$75	\$30	\$25	\$30	\$160
8 - 14 Business Days:	\$125	\$85	\$25	\$30	\$265
4 - 7 Business Days:	\$150	\$170	\$25	\$30	\$375
1 - 3 Business Days :	\$200	\$170	\$25	\$30	\$425

- Please add \$15 for all applications submitted that are for Non-U.S. citizens
- The Embassy fee of \$180 (Non-U.S. citizen's fee may vary) is paid with a personal credit card through the Nigerian Immigration Service only. The Embassy Fees listed above are a separate processing charge.

PAYMENT: (check one)

I authorize American Visa of DC to charge my credit card for payment of passport/visa services.

Card holders' name _____ Number _____ Exp. Date: _____

Signature _____ Today's Date: _____

Check or Money Order made out to "American Visa of DC" for \$ _____ enclosed.

My company has a prearranged billing agreement.