

OFFICIAL VISA REQUIREMENT

(Remark: The International Organizations, INGO and NGO can apply Official Visa)

1. **One (1) completed application form with two photos.** (2 photos required)
2. **One (1) completed "Work History form".**
3. **Original Passport**
(Passport must be at least 6 months validity with available visa pages.
Non-American passport need to provide Green Card copy or Documents showing legal status in U.S.)
4. **The request letter from the Organization in US and the invitation letter from the Organization from Myanmar** that have registered according to Myanmar Association Registration Law. (Both in the letterhead)
5. **The copy of valid registration of Organization from Myanmar.**
6. **The recommendation/approval letter by the Focal Ministry.**
7. **Prepaid Self-Addressed Return Envelope**
(Applicant can use FedEx, UPS or USPS with Tracking Numbers. Embassy assumes no responsibility for any delay or loss of mail, or while the documents are in the custody of the courier services. **The applicant shall note the tracking numbers of all used and submitted envelopes.**)
8. **Official Visa Fee for Single** : **USD 50**
Official Visa Fee for Multiple (3 months) : **USD 200**
Official Visa Fee for Multiple (6 months) : **USD 400**
Official Visa Fee for Multiple (1 Year) : **USD 600**
Note: the above mentioned new business visa fee will affect on 12 December 2016.
9. **Payment can be made by Cashier's check or Money Order only. (Payable to Myanmar Embassy)**
(Payment arranged through Credit Card/Personal check/Cash is not accepted)

VISA INFORMATION

- The **stay** for the Official Visa is exactly **70 days**, which is extendable.
- The **validity** of the Official Visa is **3 months** from the date of issue, which cannot be renewed or refunded. Embassy will issue visa for completed application as soon as receive it. Embassy will not take any responsible for too early and too late applications.

OFFICE HOURS

MORNING (09:30-12:00)	LUNCH TIME (12:00-13:00)	EVENING (13:00-1700)
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VISA PROCESSING TIME: Minimum (3) business days for completed application or visa will be issued according to the concerned authority's approval

PHOTOGRAPHY GUIDE (2 Photos for Official Visa)

- The photograph must have been taken within the last six months.
- The photograph should be in color with the white background.
- Photo Size: **35 mm X 45 mm or standard photo size of 2 in X 2 in**
- Photo Appearance: The photograph must be a full-face view in which the visa applicant is facing the camera directly. Side or angled views are NOT accepted.
- Digital Photos: Digitally reproduced photographs must be reproduced without discernible pixels or dot patterns.
- **Photocopied photographs are NOT accepted.**

**EMBASSY OF THE REPUBLIC OF THE UNION OF MYANMAR
WASHINGTON DC
APPLICATION FOR OFFICIAL VISA**

1. Name in full (In Block Letters) _____
2. Father's Full Name _____
3. Nationality _____
4. Sex (F) / (M)
5. Date of Birth _____
6. Place of Birth _____
7. Present Occupation _____
8. Marital Status: Married Separated Divorced Widowed Single
9. Spouse's Full Name: _____
10. **Passport**
 - (a) Number _____
 - (b) Date of Issue (dd/mm/yyyy) ___/___/_____
 - (c) Place of issue
 - United States
 - Other: _____
 - (d) Issuing Authority:
 - United States, Department of State /
 - National Passport Centre / Other: _____
 - (e) Date of expiration (dd/mm/yyyy) ___/___/_____
11. Present address in US _____
12. Contact Tel. No. (Res.) _____ (Work) _____
13. Address in Myanmar _____
14. Purpose of entry into Myanmar _____
15. Expected dt. of Arrival: (dd/mm/yyyy) ... /... /..... & Departure: (dd/mm/yyyy) ... /... /.....
16. Name and Address of Guarantor during stay in Myanmar _____

Recently taken
Two color photos
with full face,
front view, no hat
and against a plain
light background
(attached with
staple)

17. **Attention for Applicants**
 - (a) Applicant shall abide by the Laws of the Republic of the Union of Myanmar and shall not interfere in the internal affairs of the Republic of the Union of Myanmar.
 - (b) Legal actions will be taken against those who violate or contravene any provision of the existing laws, rules and regulations of the Republic of the Union of Myanmar.

I hereby declare that I fully understand the above mentioned conditions, that the particulars given above are true and correct and that I will not engage in any activities irrelevant to the purpose of entry stated herein.

Date _____ Signature of Applicant _____
-----**(FOR OFFICIAL USE ONLY)**-----

Visa No. _____ Date _____

Visa Authority _____

Date _____
Place. Washington D.C, United States of America

Embassy of the Republic of the Union
of Myanmar, Washington D.C

**EMBASSY OF THE REPUBLIC OF THE UNION OF MYANMAR
WASHINGTON D.C.**

Work History for Visa Applicant

1. Name in Full (Fill in block letters): _____
Surname (As in Passport): _____
First Name & Middle Name: _____
2. Date of birth (dd/mm/yyyy): __ / __ / _____
3. Place of birth: City;- _____ Country;- _____
4. Permanent Home Address: _____

5. Tel. (Res.) _____
(Work Place) _____
e-mail: _____
6. Work Description (**Current**)
(a) Job Title: _____
From (dd/mm/yyyy): __ / __ / _____ To (dd/mm/yyyy): __ / __ / _____
(b) Office _____
Department _____
Describe your duties: _____

7. Work Description (**Previous**)
(a) Job Title: _____
From (dd/mm/yyyy): __ / __ / _____ To (dd/mm/yyyy): __ / __ / _____
(b) Office _____
Department _____
Describe your duties: _____

I hereby declare that the particulars given above are true and correct.

Signature of Applicant

Date: (dd/mm/yyyy) __ / __ / _____

For Multiple Journey Entry Visa Applicant Only

(Note: First time visitors are not eligible to apply MJEV)

To

Ambassador
Embassy of the Republic of the Union of Myanmar
Washington D.C.

Date:

Subject: Request for Official Visa (MJEV) (3 months / 6 months / 1 year)

I, _____, have been to the Republic of the Union of Myanmar with Single Entry Visa in 19 __ / 20 __.

Now, I would like to visit the Republic of the Union of Myanmar with Multiple Journey Entry Visa for business in order to _____.

May I request to have Multiple Journey Entry Visa for business with the following documents:

- (1) Completed Visa Application Form with recently taken two color photos (35 mm X 45 mm).
- (2) Completed "Work History" Form
- (3) Business letter of introduction from the Myanmar Company and U.S. Company on the company on the company letterhead.
- (4) Valid Company registration copy
- (5) Copy of receipts certifying payment of taxes imposed
- (6) Original Passport
- (7) Payment of Money Order (USD 200) for Official Visa (3 months Multiple)
 (USD 400) for Official Visa (6 months Multiple)
 (USD 600) for Official Visa (1 Year Multiple)
- (8) Prepaid Self-Addressed Return Envelope

Sincerely,

Signature: _____

Name: _____

Passport No. _____