

# STANDARD VISA FORM

## **COUNTRY TO VISIT:**

NAME OF COUNTRY: NUMBER OF ENTRIES REQUESTED:  
DATE OF ARRIVAL: DATE OF DEPARTURE:  
TRANSPORT COMPANY: FLIGHT NO:  
DATE OF ARRIVAL: BORDER/AIRPORT OF ENTRY:  
DATE OF DEPARTURE: BORDER/AIRPORT OF DEPARTURE:  
NUMBER OF DAYS OF STAY:  
TRAVEL BUDGET (USD/EUR): NEXT DESTINATION ON DEPARTURE:  
PLACES TO VISIT:  
LIST OF COUNTRIES JUST VISITED:  
REASON FOR THE TRIP:

## **PERSONAL DETAILS:**

FIRST NAME: LAST NAME:  
FATHER'S NAME: MOTHER'S NAME:  
DATE OF BIRTH: SEX:  
MARITAL STATUS: NATIONALITY:  
E-MAIL: PHONE:  
DO YOU HAVE DUAL NATIONALITY: WHICH NATIONALITY:  
FORMER NATIONALITY: PLACE OF BIRTH:  
(IF ANY) COUNTRY OF BIRTH:  
IMMIGRATION STATUS IN COUNTRY OF RESIDENCE:  
(CITIZEN/TOURIST/WORKER/STUDENT/OTHER)  
COUNTRY OF RESIDENCE: CITY OF RESIDENCE:  
CURRENT FULL ADDRESS:  
PROFESSION: COMPANY WHERE YOU WORK:  
ADDRESS OF THE COMPANY:  
CONTACT PERSON IN THE COMPANY:  
TEL: E-MAIL:

## **PASSPORT DETAILS:**

TYPE (ORDINARY/OFFICIAL/DIPLOMATIC/OTHER): NUMBER:  
ISSUING COUNTRY: PLACE OF ISSUE:  
DATE OF ISSUE: EXPIRY DATE:  
ISSUING AUTHORITY:

## **IF TRAVELLING WITH MINORS:**

FULL NAME: PASSPORT NO.: AGE:  
FULL NAME: PASSPORT NO.: AGE:

## **PREVIOUS STAYS IN THE COUNTRY:**

DATES OF STAY: VISA NO:  
PHYSICAL ADDRESS OF PREVIOUS STAY:  
COUNTRIES VISITED IN THE LAST THREE YEARS:

## **HOST'S DETAILS IN THE COUNTRY:**

NAME OF IN-COUNTRY HOST (PERSON/HOTEL/INSTITUTION):  
STREET AND N°: PROVINCE: DISTRICT:  
TEL: E-MAIL:  
CONTACT PERSON: GENDER:  
RELATIONSHIP:

# COUNTRIES REQUIREMENTS

## STEP 1: Prepare documentation for the country you are visiting.

### **BENIN:**

- Passport (image of the page with personal details).
- Recent photograph with white background
- Return ticket
- Hotel reservation/Invitation letter (e-mail and telephone)
- Completed standard form and proof of transfer
- Fee: 90€ (1E - 30D) // 115€ (ME 30D) // 140€ (ME 90D)

### **BOTSWANA:**

- Passport (image of the page with personal details). Three pages must be free
- Recent photograph with white background
- Return ticket
- Hotel reservation/Invitation letter (e-mail and telephone)
- Completed standard form and proof of transfer
- Fee: 65€ (1E - 90D) // 80€ (ME 90D)

### **CAPE VERDE (residents in Spain only):**

- Copy of passport (the original passport will be sent to the Embassy)
- Two recent photographs with white background (only 31-90D)
- TSA (done by the Consulate)
- Round-trip airline ticket
- Hotel reservation / Letter of invitation (e-mail & phone)
- Completed Embassy form and proof of transfer (only 31-90D)
- Fee: From 1-30D: 50€ (TSA only). Payment of 45€ at the airport of arrival.  
From 31-90D: 80€ (TSA+Visa docs review 1E) // 90€ (TSA+ME Visa docs review)
- IMPORTANT: documents and payment are sent by the traveller to the Embassy. The Embassy will send back the passport to the applicant and the courier Fee is paid by him/her at the reception (it's not included in the Fee).

### **IVORY COAST:**

- Copy of passport (including the page before the personal data page).
- Recent photograph with white background
- Return flight ticket
- Hotel reservation / Letter of invitation (e-mail & phone) legalised by the City Hall
- Completed standard application form and proof of bank transfer
- Fee: 120€ (ME - 90D)

### **DJIBOUTI:**

- Copy of passport (including the page before the biodata page)
- Recent photograph with white background
- Return flight ticket
- Hotel reservation / Letter of invitation (e-mail & phone)
- Completed standard application form and proof of bank transfer
- Fee: 50€ (1-14D) // 70€ (15-90D)

**EGYPT:**

- Copy of passport (including the page before the personal data page)
- Recent photograph with white background
- Return flight ticket
- Hotel reservation / Letter of invitation (e-mail & phone)
- Trip itinerary including dates, places and accommodation
- Completed standard application form and proof of bank transfer
- Fee: 65€ (1E) // 100€ (ME)

**ETHIOPIA:**

- Copy of passport (including the page before the personal data page)
- Recent photograph with white background
- Return flight ticket
- Hotel reservation / Letter of invitation (e-mail & phone) TOUR
- Application letter and registration license of the ngo VOL
- Completed standard application form and proof of bank transfer
- Fee: 120€ (30D) TOUR // 270€ (30D) VOL

**GHANA:**

- Copy of passport (the original passport will be sent to the Embassy)
- 4 recent photographs with white background
- Yellow fever vaccination certificate
- Return flight ticket
- Hotel reservation / Letter of invitation (e-mail & telephone)
- Letter of recommendation in English
- Non-legalised criminal record in Spanish (adults only)
- MINORS: parental travel authorisation (National Police). No criminal record required.
- Signed Embassy form and proof of transfer.
- Fee (UG Consulate): 40€ (1E)
- IMPORTANT: documents and payment are sent by the traveller to the Embassy. The Embassy will send back the passport to the applicant and the courier Fee is paid by him/her at the reception (not included in the Fee).

**GUINEA CONAKRY:**

- Copy of passport (personal details page).
- Recent photograph with white background
- Return flight ticket
- Hotel reservation / Letter of invitation (e-mail & phone + host ID)
- Yellow Fever vaccination
- Completed standard form and proof of bank transfer
- Fee: 90€ (1E)

**KENYA:**

- Copy of passport (including the page before the personal details page).
- Recent photograph with white background
- Return flight ticket
- Hotel reservation / Letter of invitation (e-mail & phone + host ID)
- Completed standard form and proof of bank transfer
- Fee: 90€ (1E)

**MALAWI:**

- Copy of passport (personal biodata page)
- Recent photograph with white background
- Return flight ticket
- Hotel reservation (signed) / Letter of invitation (e-mail & phone + host ID)
- Completed standard application form and proof of bank transfer
- Fee: 90€ (90D) // 190€ (ME 180D) // 290€ (ME 356D)

**MOROCCO:**

- Copy of passport (personal biodata page)
- Recent photograph with white background
- Return flight ticket
- Hotel reservation (signed) / Letter of invitation (e-mail & phone + host ID)
- Completed standard application form and proof of bank transfer
- Fee: 110€ (1E 30D) NORM 3D // 140€ (1E 30D) EXPRESS 1D

**MOZAMBIQUE:**

- Copy of passport (including the page before the biodata page)
- Recent photograph with white background
- Return flight ticket
- Paid hotel reservation (invoice)
- Bank statement
- Completed standard application form and proof of bank transfer
- Fee (UG Consulate): 40€ (30D/60D/90D).

IMPORTANT: Visa fee will be paid at border post/airport.

**REP. DEM. CONGO:**

- Copy of passport (including the page before the biodata page)
- Recent photograph with white background
- Return flight ticket
- Letter of invitation
- Passport copy+work permit/ID card from the host
- Yellow fever vaccination certificate
- Completed standard application form and proof of bank transfer
- Fee: 290€ (1E 30D).

**RWANDA:**

- Copy of passport (including the page before the personal data page)
- Recent photograph with white background
- Return flight ticket
- Completed standard form and transfer receipt
- Fee: €90 (1E)

**SOUTH SUDAN:**

- Copy of passport (including the page before the biodata page)
- Recent photograph with white background
- Return flight ticket
- Hotel reservation (signed) / Letter of invitation (e-mail & phone + host ID)
- International vaccination certificate Covid19
- International yellow fever vaccination certificate
- Completed standard form and proof of bank transfer
- Fee: 150€ (1E)

**TOGO:**

- Copy of the first three pages of the passport (including the biodata page)
- Recent photograph with white background
- Return flight ticket
- Hotel reservation / Letter of invitation (e-mail & phone + host ID)
- Completed standard application form and proof of bank transfer
- Fee: 80 (1E - 15D) // 95 (ME - 1-15D) // 110 (1E - 16-30D) // 140 (ME - 31-90D)

**UGANDA:**

- Copy of personal details page
- Recent photograph with white background
- Return flight ticket
- Hotel reservation / Letter of invitation (e-mail & phone + host ID)
- Yellow fever vaccination certificate
- Completed standard form and proof of bank transfer
- Fee: 90€ (1E - 7-90D)

**ZAMBIA:**

- Copy of the passport (personal data page)
- Recent photograph with white background
- Return flight ticket
- Hotel reservation / Invitation letter (e-mail & phone + host ID)
- Cover letter addressed to the Director General of Immigration signed by the local Tour Operator
- Completed standard form and proof of bank transfer
- Fee: 70€ (1E - 90D) // 90€ (2E - 90D) // 120€ (ME - 90D)
- KAZA visa fee (Zambia+Zimbabwe+Botswana): 90€ (ME - 30D)

**ZIMBABWE:**

- Copy of the passport (personal data page)
- Recent photograph with white background
- Return flight ticket
- Proof of residence from the country of origin/residence of the traveller and the host
- Hotel reservation / Invitation letter (e-mail & phone + host ID)
- Cover letter addressed to the Director General of Immigration signed by the local Tour Operator
- Completed standard form and proof of bank transfer
- Fee: 70€ (1E - 90D) // 90€ (2E - 90D)
- KAZA visa fee (Zambia+Zimbabwe+Botswana): only available for some nationalities

**STEP 2: send documentation from the country you are visiting, including proof of payment.**

**Documentation must be sent SCANNED (mobile phone photos of documents will be rejected) to the Ugandan Consulate at [visas@consuladouganda.org](mailto:visas@consuladouganda.org).** Ghana & Cape Verd visas are issued by Embassies, so the documentation must be sent physically to the Embassy for processing.

We strongly advice to submit documentation 30 days prior departure to obtain any visa without stress.

**IMPORTANT:**

The Fee includes visa fee\*, bank commission, image processing, application tracking and claim. \*Exceptin Ghana and Cape Verd which are paid by the traveller directly.

**METHOD OF PAYMENT:**

A-BANK (CAIXABANK):

ACCOUNT: ES14 2100 0302 6601 0172 7425 - BIC/SWIFT: CAIXESBBXXX

ADDRESSEE: CONSULATE OF UGANDA - REF: VISA [NAME OF COUNTRY] [NAME OF TRAVELLER].

E.G.: VISA BENIN JOHN SMITH

B-PAYPAL (EXCLUSIVELY FOR CUSTOMERS OUTSIDE THE EU): THERE IS A 5€ SURCHARGE ON THE VISA. USER: ugandainspain@yahoo.es

**CONTACT:**

Uganda Consulate

Consul: Santi Jiménez

Tel & Whatsapp: +34602091626

E-mail: [visas@consuladouganda.org](mailto:visas@consuladouganda.org)

Web: <http://consuladouganda.org>

Public attention (telephon & Whataspp): 9am-1pm & 3pm-6pm (Mon-Fri)