



## SAUDI ARABIA • TOURIST VISA

### ORDER FORM

- \* Please complete the full order form in order for us to begin any process
- \* Remember to indicate whether you will pick up your passport/documents or have it return couriered to your address provided.

### PASSPORT

- \* Your passport must not contain any current and valid Saudi Arabian visas when applying for a new visa
- \* Ensure that your passport is valid for at least 6 months from the application date
- \* Non-New Zealand passport holders must submit a valid New Zealand visa

### PHOTOS

- \* Passport sized photos against a white or very light background
- \* Face must be clearly visible

### APPLICATION

- \* Complete the full application as the example provided
- \* Do not cross out and amend any information - *complete a new form instead*
- \* Always use **CAPITAL** letters throughout
- \* Sign the application after printing (wet signature) - **no digital signature accepted**
- \* Fully write out "**Not Applicable**" wherever necessary
- \* Religious field: Choose between "Muslim", "Non-Muslim", or "Not Applicable"
- \* Be sure to include the name, Po Box, and contact number of your sponsor in Saudi Arabia

### TRAVEL HISTORY

- \* Complete the Travel History form with the **full dates** and countries where you have travelled within the last **5 years**, including your reason for travel

## MEDICAL INSURANCE

- \* All applicants must complete the medical insurance form as per the example given
- \* Ensure the expected entry date **matches** that of your **application**
- \* The address provided **MUST** contain the PO Box, district, and area code of your address in Saudi Arabia

## TOURIST VISA QUESTIONS

- \* The Saudi Ministry of Foreign Affairs required each applicant applying for a tourist visa to answer a short list of questions relating to the visa status of first-degree relatives in the Schengen countries, UK, USA, EU, and GCC countries.
- \* First-degree relatives include parents, children, and siblings

## PROOF OF ACCOMMODATION

- \* Provide copies of your hotel/accommodation bookings covering your stay in Saudi Arabia
- \* Provide a letter and IQAMA if staying with friends or family

## RETURN FLIGHT TICKETS

- \* Provide copies of your return flight tickets

## PROOF OF EMPLOYMENT

- \* You may provide a copy of your work contract or a letter from your employer
- \* An employment letter will require a stamp from the Business chamber

## BANK STATEMENT

- \* A 6 month bank statement to show financial stability and your ability to support yourself during your stay
- \* Must show regular income from either the applicant or sponsor which can include earnings from employment, business ventures, or benefits



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## DECLARATION FORM

- \* After your application has been lodged online, we will email a Saudi declaration form for you to sign
- \* Please read through all the regulations carefully, then name, date, and sign the form
- \* Email the signed form back as soon as possible in order to submit all documents to the embassy

## EMBASSY VISA & INSURANCE FEES

- \* The visa & insurance fees are subject to change without notice based on the USD exchange rate on the day of submission
- \* Approximate visa fees:
  - Work Visa - US\$20
  - Others - US\$90
- \* The Medical Insurance fee is approximately US\$30, however this varies depending on nationality and visa type

## PROCESSING TIME

- \* Once all documents are ready to submit to the embassy, visa processing may take 2-3 working days in Auckland
- \* Wellington processing times may take a week or more due to courier times

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