

## Required Documents Checklist

**ALL TRAVELERS must include the following documents in your package to G3:**

- Your original valid signed passport. It must have two blank visa pages facing each other and more than six months before expiry.
- Non-US citizens must provide a copy of their Alien Registration Card (A.R.C.) or U.S. Visa and I-94.
- One completed and signed visa application form (see attached).
- Two passport-style (2"x2") photographs taken within the last 6 months. They must be on photo paper with a plain white background.
- Copy of hotel reservations.
- Copy of flight itinerary.
- Copy of a recent bank statement or credit card bill. Account numbers may be blacked out for privacy; do not obscure other information.

**BUSINESS TRAVELERS must also include:**

- A notarized business letter from their U.S. company. This letter must explain the purpose of the trip and provide a financial guarantee. It must be on letterhead and signed by a representative of the company other than the applicant. A copy of this letter translated into Spanish must also be submitted; the Embassy prefers the translation to be included with the English text. A sample is attached.

**TOURIST TRAVELERS must also include:**

- A personal letter addressed to "Embassy of Argentina, Consular Section" stating the purpose of the trip and the dates of travel.

**NOTES:**

Send all required documents along with the completed Traveler Information form to G3 using a service with tracking such as FedEx or UPS.

## Applicable Fees

### Embassy Fees for Visa Processing

Visa Type	3 Business Days	5 Business Days	7 Business Days	10 Business Days
Tourist	\$130.00	\$120.00	\$110.00	\$100.00
Business	\$130.00	\$120.00	\$110.00	\$100.00

### G3 Processing Fees

Visa Type	3 Business Days	5 Business Days	7 Business Days	10 Business Days
Tourist	\$90.00	\$70.00	\$60.00	\$50.00
Business	\$100.00	\$70.00	\$60.00	\$50.00



VISAS & PASSPORTS

Concierge Level Service Requested
An additional service fee of \$50 per visa will apply.

Visa Order Form ARGENTINA

Traveler Information

1. Traveler Name
Date of Birth
2. Traveler Name
Date of Birth

Travel Details

Date of US Departure:
I must have my passport no later than:
Other visas or passport services requested:

Shipping and Contact Information

This must be a physical address for FedEx delivery; no P.O. Boxes.

Contact Name:
Company Name:
Street Address:
Apt. /Suite:
City:
State: Zip Code:
Home Phone:
Office Phone:
Mobile Phone:
Contact Email:
Please provide an email address so we may send you shipping and status updates.

Return Shipping

Passports will be returned via Federal Express.

Select One:
3 Business Day Delivery \$16.00
Standard Overnight Delivery \$25.00
8 AM Delivery\*\* \$80.00
Saturday Delivery\*\* \$40.00
Same Day Delivery\*\* Please Call
International Delivery\*\* Please Call

\*\*These services may not be available for all delivery locations.

Concierge Level Service

Check here to select Concierge Level Service

G3's exclusive Concierge Level Service includes:

- Dedicated Concierge Level Staff handling your visa request.
Document review via email before you send in your request.
Creation of online visa applications (as applicable).
Personal telephone call confirming package receipt in G3's office.
Personal telephone calls confirming visa completion and delivery details.
Tracking of return delivery and follow-up to ensure satisfaction.
Creation of FedEx airbills for inbound packages to G3 (shipping fees apply).
Upgrade of FedEx return delivery from Standard to Priority Overnight.
Emergency Concierge Services and Lost Passport Support.
Dedicated Concierge email and emergency page number.

An additional fee of \$50.00 per visa will apply to Concierge Level Service requests. Please see the "About G3 Visas" page on www.g3visas.com for a description of G3's standard service offering.

Send This Form and All Required Documents To:

G3 Washington, DC: Attn: Visa Department
703.276.8472 Phone 3300 N Fairfax Drive
888.883.8472 Toll Free Suite 220
703.524.3374 Fax Arlington, VA 22201
info@g3visas.com

www.g3visas.com

G3 Visas & Passports, Inc. acts on the behalf of the client, and cannot be held liable for the services rendered by U.S. Government agencies, Post Offices, Travel Agents or other entities in connection with visa/passport processing. G3 disclaims any liability for delays or loss of passports as may occur through above services or by any delivery service. Damage compensation is not available.

Payment Information

Please see the attached visa requirements sheet for applicable embassy and G3 processing fees.

Select Payment Type:
Credit Card
Check (company or certified)
Approved Billing Terms
Billing, P.O., Project or Reference Code #

Total Fees from Visa Requirement Sheet:

Table with columns: Fee, x # of Travelers, Total. Rows include Embassy Fee, G3 Processing Fee, Concierge Level Service (Optional), Shipping Fee, Subtotal, Add 5% fee for credit card processing, Total Payment Enclosed.

For Payment Via Credit Card:

American Express, Discover, MasterCard and Visa only

Name as it appears on card:
Account Number:
Expiration Date: Billing Zip Code:
Security Code: (Discover, MasterCard or Visa: 3 digit code on back of card; American Express: 4 digit code on front of card.)

Cardholder Signature:



EMBASSY OF ARGENTINA  
 EMBAJADA ARGENTINA  
 CONSULAR SECTION – SECCION CONSULAR  
 1811 Q Street NW Washington DC 20009  
 (202) 238-6460 FAX: (202) 238-6471



**SOLICITUD DE VISA**  
**VISA APPLICATION**  
 TRANSITORIA – TEMPORARIA – PERMANENTE  
 TOURIST, BUSINESS – TEMPORARY - PERMANENT

APELLIDO(S): ..... NOMBRES: .....  
 APPLICANT LAST NAME(S) FIRST AND SECOND NAME(S)

NACIONALIDAD: ..... PAÍS Y FECHA DE NACIMIENTO:.....  
 CITIZENSHIP COUNTRY AND DATE OF BIRTH (dd/mm/yy).

ESTADO CIVIL..... PROFESIÓN: .....  
 MARITAL STATUS OCCUPATION

LUGAR DONDE TRABAJA: .....  
 EMPLOYER OR SCHOOL (name, address and telephone number)

LUGAR DE RESIDENCIA HABITUAL: .....  
 HOME ADDRESS AND TELEPHONE NUMBER.

TIPO Y NUMERO DE DOCUMENTO DE VIAJE: .....  
 TRAVEL DOCUMENT TYPE (i.e. passport, reentry permit, refugee travel document, travel certificate) AND NUMBER

LUGAR DE EXPEDICIÓN: ..... FECHA DE EXPEDICIÓN: .....  
 PASSPORT ISSUANCE CITY PASSPORT ISSUANCE DATE (dd/mm/yy)

VENCIMIENTO:..... MOTIVO DEL VIAJE: .....  
 PASSPORT EXPIRY DATE (dd/mm/yy) PURPOSE OF YOUR TRIP TO ARGENTINA

CLASE DE VISA SOLICITADA: .....  
 TYPE OF VISA REQUESTED (visitor visa, non-immigrant temporary visa, immigrant visa)

REFERENCIAS EN LA REPÚBLICA ARGENTINA: .....  
 REFERENCES IN ARGENTINA (full names, addresses and telephone numbers of your business/school or personal contacts)

¿SOLICITO VISA ANTERIORMENTE?: ..... ¿RESIDIÓ EN ARGENTINA?:.....  
 DID YOU REQUEST A VISA BEFORE? HAVE YOU EVER LIVED IN ARGENTINA? WHEN?

FECHA EN QUE VIAJARÍA: ..... TIEMPO DE PERMANENCIA.....  
 PROPOSED DATE OF ARRIVAL. HOW LONG ARE YOU PLANNING TO STAY?

CUENTA CON PASAJE DE REGRESO CON FECHA CIERTA?.....  
 DO YOU HAVE A RETURN TICKET FOR A DEFINITE DATE?

LUGAR Y FECHA..... FIRMA .....  
 PLACE AND DATE SIGNATURE

OPINION  
 CONSULAR:.....

.....  
 FIRMA DEL FUNCIONARIO CONSULAR  
 SELLO Y ACLARACIÓN

# Sample Business Letter from U.S. Company

\*\*\*\*\*Please print your business letter on company stationery\*\*\*\*\*

EMBASSY OF ARGENTINA  
EMBAJADA ARGENTINA  
Consular Section /Sección Consular/  
Visa Section / Sección de Visas  
1811 Q Street N.W.  
Washington DC, 20009

Place and date (dd/mm/yy)  
Lugar y fecha (día/mes/año)

Dear Sir/Madam,  
Estimado Sr/Sra,

This letter is to introduce (applicant's name, nationality and passport number), who holds the position of (occupation) at our company.

Esta carta es para presentar a (nombre del recurrente), quien ocupa el cargo de (ocupación) en nuestra compañía.

Our company is sending (applicant's name) to the Argentine Republic in order to (reason for the trip) from (date of arrival) to (date of departure).

Nuestra compañía envía (nombre del recurrente) a la República Argentina para (motivo del viaje) desde el (fecha de arribo) hasta el (fecha de partida).

While in Argentina, (applicant's name) will visit (full names, addresses and telephone numbers of all businesses you will contact in Argentina, including the name and position of your references in every company).

En Argentina, (nombre del recurrente) visitará (nombre completo, dirección y teléfono de todas las empresas que contactará en Argentina, incluido el nombre y cargo de las personas de contacto en cada empresa).

Our company assumes moral and financial responsibility for (applicant's name) including the return fare to the United States.

Nuestra compañía se responsabiliza moral y financiera por (nombre del recurrente), incluido el pasaje de regreso a los Estados Unidos.

Sincerely,  
Atentamente,

(Name, position and signature of the person responsible other than the applicant)

***This letter must be NOTARIZED.***