



WASHINGTON, DC

Visa Requirements GUYANA

Required Documents Checklist

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

- Your original valid signed passport. It must have at least one blank visa page 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.
- Three completed and signed visa application forms (see attached).
- Three passport-style (2"x2") photographs taken within the last 6 months, on photo paper and with a plain white background.
- Copy of flight itinerary
- Copy of a recent bank statement.
- A 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 sample is attached.

NOTES:

U.S. Citizens do not require visas to Guyana for tourist or business trips.

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	5 Business Days	10 Business Days
Tourist	\$30.00	\$30.00
Business, Single Entry	\$40.00	\$40.00
Business, Multiple Entry, 3 Months	\$50.00	\$50.00
Business, Multiple Entry, 1 Year	\$75.00	\$75.00

G3 Processing Fees

Visa Type	5 Business Days	10 Business Days
Tourist	\$90.00	\$50.00
Business, Single Entry	\$100.00	\$60.00
Business, Multiple Entry, 3 Months	\$100.00	\$60.00
Business, Multiple Entry, 1 Year	\$110.00	\$70.00



VISAS & PASSPORTS

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

Visa Order Form
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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 THE REPUBLIC OF GUYANA

2490 Tracy Place NW, Washington DC 20008
Telephone: 202-265-6900, Fax: 202-232-1297

Email: guyanaembassydc@verizon.net

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GUYANA IMMIGRATION SERVICE VISA APPLICATION FORM

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1. Surname (as in passport)
2. First and Middle Names (as in passport)
3. Other Names (Maiden, Professional, Alias, etc)
4. Date and place of Birth
5. Nationality
6.(a) Passport No
(b) Date and Place issued
(c) Date Passport Expires
7. Home Address (in full)
8.(a) Telephone No
(b) How Long Resident
9.(a) Name and address of Employer
(b) Telephone No
10. Present Occupation (if retired, past occupation)
11.(a) Sex
(b) Colour of hair
(c) Height
(d) Colour of Eyes

(e) Complexion
(f) Marks of Identification
12. Marital Status: (Place X)
(a) Married
(b) Single
(c) Widowed
(d) Divorced
(e) Separated
13. Have you ever applied for a Guyana visa before? If yes: (a) Where?
(b) When?
(c) Type
(d) Was visa issued
14. Who will furnish financial support?
15. (a) With whom will you stay in Guyana?
(b) Address of your host in Guyana
16. What is the purpose of your visit?
17. Have you ever visited Guyana before?
18. Do you intend to work in Guyana?
19. If on business, name and address of firm etc.
20. Have you ever: (a) been afflicted with contagious diseases (e.g., Tuberculosis) or has suffered serious mental illness?
(b) been arrested, convicted for any offence or crime even though subject of a pardon, amnesty, or any other such legal action?
(c) been involved in narcotic activities?
(d) been deported from Guyana within the last five (5) years?
(e) Caught trying to obtain a visa by misrepresentation or fraud?
21. When are due to arrive in Guyana?
22. How long do you intent to stay?

GUYANA IMMIGRATION SERVICE VISA APPLICATION FORM

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DECLARATION:

I certify that I have read and understood all the above questions and the answers I have given on this form are true and correct to the best of my knowledge and belief.

I understand that possession of a visa does not entitle the bearer to enter Guyana at port of entry if he/she is found inadmissible.

Signature of Applicant..... Date of Application.....

NOTE:

Failure to disclose the true purpose of applying for a visa or the submission of false information will result in refusal of entry or expulsion from Guyana.

(Note: Applications must be made in triplicate). A photograph must be attached to each form.

The application form is provided free of charge. However, a visa application fee of US\$30.00, in the form of a Money Order, is required.

In addition US\$6.00 is required for return mailing costs.

Personal cheques are not accepted.

Attach One Passport Photo Here:

FOR OFFICIAL USE ONLY

VALID UNTIL.....

for *Single/Multiple Entry (*Delete which is not applicable)

Date issued:.....

Signature of Consular Officer:.....

Sample Business Letter from U.S. Company

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

June 1, 2011

Consulate General of (*Country you are traveling to*)

Consular Section

Dear Visa Officer,

Jeremy Simmons (*Insert your name*), Vice President (*Insert your position*), International Public Policy, East Coast Promotions, Inc. (*Insert the name of your company*) is planning a business trip to (*Country you are traveling to*) on Monday, August 3 through August 17 (*Dates of your trip*). During this trip he has scheduled meetings to discuss the sale and distribution of our products.

His agenda is to meet and discuss business with Mr. Hank Hartford (*Insert Name of Contact*) at:

Overseas Company Name

Street Address

City, Country Zip code

Telephone number

(It is important to indicate which company and individual you are going to visit.)

East Coast Promotions, Inc. (*Insert Company Name*) will assume all financial responsibility for any debts incurred by Jeremy Simmons while traveling on business in (*Country you are traveling to*).

He requests that you issue a (*insert type and duration of visa*) visa. I appreciate your attention to this matter.

Sincerely,

Barry G. Hart (*Please have someone other than the applicant sign this letter.*)

Senior Vice President

East Coast Promotions, Inc.