

Ph. 1-613-231-7054
Ph. 1-866-378-1229
fax 1-613-231-7886
www.VisaServicesCanada.ca

VISA SERVICES CANADA®

Suite 900
275 Slater Street
Ottawa, ON, K1P 5H9

*** ON-SCREEN FILLABLE FORM ***

FULL LEGAL NAME OF APPLICANTS: as in the passport

Travel Agency stamp/card - Optional-

A. _____
B. _____
C. _____
D. _____

FULL MAILING ADDRESS: for the return your passport by secure shipment (or attach a business card)

Street: _____ Apartment #: _____
City: _____ Prov: _____ Postal Code: _____
Home Phone: _____ Office phone: _____ ext: _____
Cell & Fax: _____ email: _____

VISA COUNTRIES: list the countries for which you need visas

Countries in order of arrival	Visa type business / tourism / etc.	Entry 1 / 2 / Multi	Service level regular / fast	Date of Entry & Exit of the visa country
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____

SHIPPING OPTIONS

- Personal pick-up in Ottawa
Canadian shipping \$30.
Cdn 10 a.m. shipping \$40.
Foreign Shipping (cost+)

COSTS: Visa cost per passport, plus the service charge per passport, plus the single shipment cost, minus any discounts, gives the estimated total cost of the complete service.

Call to arrange payment by money order or certified cheque.

Visa price + service + shipping = total cost

(Please leave this area blank)

Terms: By using *Visa Services Canada* you are authorizing the company to handle your personal information and your passport, and to hand over such passports and information to a foreign diplomatic mission in Canada or abroad for the purpose of acquiring a visa. By using the services of VSC you are accepting in whole the following terms, conditions, and limitations: VSC cannot and does not guarantee a visa will be issued by a diplomatic office, as this is the sole prerogative of the foreign government. VSC is not responsible for the safety or security of your passport once the passport has entered the diplomatic grounds or passed into the control of the shipper. VSC is not liable for any stolen or lost passport, and has no liability for late shipping delivery of passports and visas. I understand this liability statement, (signed),

Signature: _____  Date: _____

PAYMENT OPTIONS Money Order Certified Cheque Visa Card MasterCard

I (name on credit card - must be a visa applicant) _____
authorize *Visa Services Canada* to make a charge on my credit card solely for the payment of embassy fees, handling and processing fees charged by VSC, and courier fees as applicable. Credit card use will incur a 3% charge.

AUTH #

Credit card number: _____

Expiration date (mm/yyyy): _____ / _____

Signature: _____  Date: _____

VISA SERVICES CANADA

WWW.VISASERVICESCANADA.CA

VISA APPLICATION FEES FOR SAINT LUCIA

*** Visa fees and times are subject to change by embassies without notice ***

BUSINESS VISA	Regular: 15 working days	\$45
TOURIST VISA	Regular: 15 working days	\$40

SERVICE CHARGE (per person per visa) \$75.
(Service charge for accompanying children under 16 years of age is \$50. total)

OVERNIGHT COURIER in Canada \$30. (\$40. to USA)

TOTAL COST TO YOU (Visa(s) + Service(s) + Courier) \$ _____

SPECIFIC VISA REQUIREMENTS FOR SAINT LUCIA

PASSPORT, valid for <u> 6 </u> months.	VISA APPLICATION Form(s) <u> 1 </u>
Passport Photo(s) <u> 2 </u>	Special Form(s) _____
Invitation, Business <u> x </u>	Invitation, Tourist <u> x </u>
Return Air Ticket <u> x </u> (or)	Onward Air Ticket _____
Business Letter <u> x </u>	School Letter <u> x </u>
Bank Statement(s) <u> x </u>	Police Clearance Certificate _____

BUSINESS VISA

- passport, valid for 6 months at least,
- one (1) fully completed and signed visa application form,
- two (2) recent passport-style photographs,
- return ticket to port of origin,
- copy of travel itinerary,
- proof of hotel/private accommodation,
- letter of invitation (if invited by friend or relative, including the complete address & telephone #)
- Proof of sufficient funds, being recent bank statements,
- job letter from your employer attesting to your employment.

TOURIST VISA

- passport, valid for 6 months at least,
- one (1) fully completed and signed visa application form,
- two (2) recent passport-style photographs,
- return ticket to port of origin,
- copy of travel itinerary,
- proof of hotel/private accommodation,
- letter of invitation (if invited by friend or relative, including the complete address & telephone #)
- students: letter from your school, college or university attesting to your attendance in school,
- Proof of sufficient funds, being recent bank statements,
- job letter from your employer attesting to your employment.

**APPLICATION FORM
FOR SAINT LUCIA NONIMMIGRANT VISA**

(COMPLETE ALL QUESTIONS IN BLOCK LETTERS)

**DO NOT WRITE IN
THIS SPACE**

Please attach 2 recent
photographs of the
applicant in this box.

SECTION 1

- 1.1 Surname (as in Passport):
- 1.2 First and Middle Names (as in Passport):
- 1.3 Other Names (in full) that you are known by:
-
- 1.4 Maiden Name/Other Surnames Used:
- 1.5 Date of birth (dd/mm/yyyy):
- 1.6 Place of birth (City/Village): (State/Province):
- Country: 1.7 Nationality:
- 1.8 Sex: Male Female
- 1.9 Current Marital Status: Single Married Widowed Divorced Separated
- 1.10 Passport Number: 1.11 Place of Issue:
- 1.12 Date of Issue: 1.13 Date of Expiry:
- 1.14 National Insurance/Identification Number (If applicable):.....
- 1.15 Permanent Home Address:
-
- 1.16 Your Correspondence Address if different from 1.15:
-
- 1.17 Telephone: Home Work Mobile/Cell
- Fax Numbers: Home Personal e-mail address:

SECTION 2

- 2.1 Name, Address and Telephone Number of Present Employer or School:
.....
- 2.2 Your Profession:
- 2.3 Your Present Occupation:
- 2.4 When do you intend to travel to Saint Lucia?
- 2.5 What is the purpose of your travel to Saint Lucia? Business Holiday
Visitor in Transit Other (Please give details)
- 2.6 How long do you intend to stay in Saint Lucia?
- 2.7 At what address will you stay in Saint Lucia? (Hotel/Private please give full address):
.....
.....
- 2.8 If you are staying at a private address, please give the name, relationship and
telephone numbers of the person in Saint Lucia with whom you will be staying.
Name:..... Relationship:.....
Telephone Numbers: (Home) (Work)
- 2.9 Have you been to Saint Lucia before? Yes No
When?..... For how long?
- 2.10 How much money will you take for your proposed visit?

SECTION 3

- 3.1 If you are married, what is your spouse's name?
- 3.2 What is your spouse's date of birth?
- 3.3 Is your spouse travelling with you? Yes, on my passport Yes, on his/her own
passport (please give passport number) No
- 3.4 Will your children be accompanying you? Yes No (If you have answered
"Yes" to question 3.4, please give their details below)

Full Name	Date and Place of Birth	Passport Number
(1)
(2)
(3)
(4)

SECTION 4 (FOR APPLICANTS TRAVELLING THROUGH THE UNITED KINGDOM ONLY)

- 4.1 Do you require a visa for entry to the United Kingdom? Yes No
- 4.2 Have you applied for a United Kingdom Visa? Yes No
- 4.3 Have you been issued a visa for entry to the United Kingdom? Yes No

If you have answered “Yes” to question 4.2 and 4.3 please complete questions 4.4 to 4.7

- 4.4 Where was your visa application made?
- 4.5 When was the visa application made?
- 4.6 What kind of visa did you apply for?
- 4.7 What is the reference number and expiry date of your United Kingdom visa?
.....

SECTION 5

- 5.1 Was this application prepared by another person on your behalf? Yes No

5.2 Application prepared by:

Name: Relationship to applicant:

Address:.....

Signature of person preparing form:.....

Date (dd/mm/yyyy):

5.3 I certify that I have read and understood all the questions set forth in this application and the answers I have furnished on this form are true and correct to the best of my knowledge and belief. I also declare that the photographs submitted with this form are a true likeness of myself. I understand that any false or misleading statement may result in the permanent refusal of a visa or denial of entry into Saint Lucia. I understand that possession of a visa does not automatically entitle the bearer to enter Saint Lucia upon arrival at the port of entry if he or she is found inadmissible.

Applicant’s signature: Date:

DO NOT WRITE IN THIS SPACE

Visa Issued/Refused Date:

Type of Visa Issued: Endorsed by:

Place of Issue:

Visa Valid From to

Visa Number:

DOCUMENTS TO BE SUBMITTED WITH VISA APPLICATION

- 2 certified passport size photographs
- A valid passport for up to six months
- A return ticket to port of origin
- Copy of travel itinerary
- Proof of hotel/private accommodation
- Letter of invitation (if invited by friend or relative with telephone numbers and address)
- Students – letter from school, college or university
- Proof of sufficient funds
- Job letter

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I, _____, authorize *Visa Services Canada* to act on my behalf in acquiring a visa for my passport. *Visa Services Canada* is authorized to drop-off and pick-up my passport and any other personal documents from the embassy, high commission, consulate, diplomatic mission of the country of _____ while aiding me in acquiring a visa. *Visa Services Canada* is also authorized to receive information about my application from the visa office while acting on my behalf.

Signed on this _____ day of the month of _____ in the year _____,
in the city of _____ in the province of _____, in Canada.

Signature _____

SIGN HERE

Witness _____

WITNESS

OFFICE COPY

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in the city of _____ in the province of _____, in Canada.

Signature _____

SIGN HERE

Witness _____

WITNESS

EMBASSY COPY