

Visa Information Pack

From: United Kingdom

To: Nigeria

Visa Type: United Kingdom Nigeria Twp Single Entry Varied Validity



Thank you for your order

The following documents are required to apply for this specific visa type.

Application Form

The Nigeria High Commission has instituted a web-based visa appointment system and visa application form, see example. The visa appointment and application form must be completed online and then printed. When completing the online application form, the visa fee must be paid for at the time using a credit or debit card which is compatible with the "Verified by Visa" process. The Consulate will not accept visa applications and documentation where the online form has not been completed and the online payment has not been made.

In order to fulfil this particular requirement, the applicant has two options:

1. The Applicant can complete the online process themselves

To do this, please use the URL link <https://portal.immigration.gov.ng/> and follow the instructions. More details on how to navigate the website can be found in the section below entitled **Nigerian Online Application Process**.

Please ensure that once the form has been completed, you print out the following components from the online portal and include them with the rest of your application pack:

The "Visa Acknowledgment Slip"

The "Visa Payment Slip"

The fully completed four page Visa Application Form

Failure to supply these documents will result in the non issuance of your visa.

2. Visas2 completes the process form on the applicant's behalf

Visas2 can assist the traveller in completing the online application form which can be a time consuming process. This is offered as a Premium Service at a cost of £10 plus VAT in addition to all other service fees and current Visas2 handling fees.

Visas2 can also offer online payment service on your behalf. This is offered as a Premium Service at a cost of £20 plus VAT in addition to all other service fees and visa fee costs.

Additional information

List of countries where the applicant has been in the last 12 months

Passport

The applicant's actual passport. The passport must:

Be at least six months old. Applicants holding a passport issued less than six months ago must also provide their previous passport

Have two blank facing visa pages

Be valid for at least six months beyond date of entry to Nigeria

Photos

Two passport sized colour photographs. The photographs must:

Be signed, dated and full name written at the back

Have a white background

Be taken within the last six months

Business Letter

A letter of introduction from the applicant's UK employer. A copy is acceptable. This letter must:

Be addressed to the Embassy

Be on company letterhead paper

Include the name of the applicant

Specify the purpose of journey

Include the name of the organisation(s) to be visited

Specify the requested number of entries and the length of visa required

Include an acceptance of financial responsibility for the applicant

Be signed by the applicant's supervisor or the company's HR department

Letter of Invitation

A letter of invitation from the company the applicant is visiting. A copy is acceptable. This letter must:

Be on company letterhead paper

Include the name of the applicant

State the purpose of journey

Specify the requested number of entries and the length of visa required

Proof of Approval

Evidence of proof of approval. This must be provided as:

A copy of the approved cablegramme from the Director of Immigration Services in Abuja issued no more than three months prior to travel, and be valid for the entire duration of the trip

Processing Time

The Nigerian High Commission has an appointment system for the issuance of visas.

Appointment dates are automatically scheduled when the online application process is completed and payment has been made.

During peak periods appointment dates may be several weeks from the initial date of application. For this reason,

Visas2 strongly advise clients not to book their travel before their visa has been issued.

Visa Conditions

When applying for a Nigerian visa, it is extremely important that the information supplied in all supporting documentation is consistent with that submitted on the online application. Failure to do this will result in the application being rejected. **In these instances, online payments are non-refundable.**

Proof of Approval

Evidence of proof of approval. This must be provided as:

A copy of the approved cablegramme from the Director of Immigration Services in Abuja issued no more than two months prior to travel, and be valid for the entire duration of the trip

Biometric Procedure

The Embassy of Nigeria requires that all individuals applying for a Nigeria visa in the United Kingdom and Northern Ireland provide biometric data, specifically fingerprints, as part of the visa application process. To facilitate this, applicants will be required to appear in person at the Visa Application Centre in London. It is now even more imperative that the application, supporting documents and payment be in complete conformance to consular requirements so as to avoid the potential rejection and thus avoid subsequent visits, costs and inconvenience. To this end, we are enhancing our service offering to support applicants with a fully comprehensive service to ensure documents are correctly checked and verified prior to the application being submitted to the Visa Application Centre. Visas2 will provide the following:

- Provision of application forms, requirements and instructions on how to obtain your necessary visa
- Quality checking of your application and supporting materials to ensure it is complete, and minimising the risk of refusal at the Embassy
- Provision of the compulsory appointment for your documents to be submitted to the Visa Application Centre
- Meet and Greet at the Visa Application Centre with all required documents and support with the collection of your biometric data
- Assistance with payment of all visa submission fees on the applicant's behalf and consolidation of these fees within our invoicing and reporting.
- Collection of the completed passport and visa and secure delivery back to the applicant via their chosen delivery method.

Visa Information:

Visa is valid for 90 days to use from the date of issue. Please note: the validity of stay may be shown on the applicant's Cablegram (often showing 2 months maximum stay). Traveller must make sure he/she does not overstay the stipulated time allowed on Cablegram.

Pricing is available on our website at:

<https://www.visas2.com/pricing-structure>

APPLICATION PROCESS

Step 1: Complete the forms and gather all required documents

- Please complete all forms, check to ensure every required item is included and deliver your application to Visas2 for review and submission.

Step 2: Visas2 will process the application

- Once Visas2 have received all required documentation material, complete and signed as necessary the application will be submitted at the first available date according to the consulate's availability.

Step 3: Process update and completion

- Once the visa application is approved/issued, we will advise immediately. Then proceed in collecting the passport/visa from the relevant embassy/consulate and dispatch in line with the agreed return method communicating all tracking information. Applications are usually dispatched within 24 hours of release.

Disclaimer:

Please note that we are not an Embassy and are not affiliated with any government. In almost all cases embassies charge a fee for visas. If we handle your application, we also charge a fee in return for advising on the requirements, helping to prepare your application, and sending a courier to queue up on your behalf to obtain and/or collect the visa. The forms and services we provide are available from the government or official source for free or lower cost. If you wish to apply directly to the relevant embassy.