

Visa Information Pack

From: United Kingdom

To: Sierra Leone

Visa Type: United Kingdom Sierra Leone Business Single Entry



Thank you for your order

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

Application Form

Passport

Have at least one blank visa page
Be valid for six months beyond exit date

Photos

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 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

Invitation Letter

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 Travel Arrangements

A copy of the hotel confirmation

Sufficient Funds

Visa Information:

Visa Processing time: 5 working days

Visa is valid for duration applied for/ authorised by consulate.

Maximum Duration of stay:

- o 3 Month Visas: 1 Month Maximum duration of stay
- o 6 Month Visa: At the discretion of The Embassy

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.

VISA APPLICATION FORM

SIERRA LEONE HIGH COMMISSION LONDON CONSULAR SECTION



41 EAGLE STREET
HOLBORN
LONDON WC1R 4TL
TEL.: 0207 404 0140 FAX. 0207 430 9862
Email: info@slhc-uk.org.uk

ATTACH
PHOTO HERE

FAMILY NAME:

OTHER NAMES:

SEX: MALE FEMALE
MARITAL STATUS: MARRIED SINGLE DIVORCED

PRESENT ADDRESS:

TEL NO.:

DATE OF BIRTH: PLACE OF BIRTH:

NATIONALITY: OCCUPATION:

NAME AND ADDRESS OF EMPLOYER:

PASSPORT NUMBER: DATE OF ISSUE:

PLACE OF ISSUE: DATE OF EXPIRY:

PURPOSE OF VISIT:

PROPOSED DATE OF ARRIVAL IN SIERRA LEONE:

DURATION OF STAY:

NAME OF REFERENCE IN SIERRA LEONE:

PROPOSED ADDRESS IN SIERRA LEONE:

BANK REFERENCE (or if none proof of sufficient means of maintenance):

SIGNATURE OF APPLICANT: DATE:

NOTE:

1. One application form to be completed
2. One passport-size photograph should be attached
3. Tick all boxes

FOR OFFICIAL USE ONLY

REFERENCE NUMBER OR APPROVAL FROM IMMIGRATION HEADQUARTERS, FREETOWN WORK PERMIT
NUMBER (IF NECESSARY):

VISA NUMBER/ENTRY PERMIT NO.: VALID UP TO:

FEE PAID (IF NECESSARY): GENERAL RECEIPT NO.:

DATE: SIGNATURE:

VISA APPLICATION FORM

All applicants are requested to complete an application form and provide one passport sized photograph and a valid passport for not less than six months.

The Consular office operates between:

10.00am – 1.00 pm for submissions and 2.30pm - 3.30 pm for collections on Mondays – Thursdays and 10.00 am – 1.00pm on Fridays, for submissions and collections.

A letter of invitation should accompany requests for visitor's visa, which must include details of accommodation.

A business visa request should be made with a letter of invitation from the business contact in Sierra Leone and must include details of accommodation.

Consular Price
£50.00 for single entry visitor and business visas
£75.00 for six months multiple entry visitor and business visas
£100.00 for one year multiple entry visitor and business visa

Please note that payment can be made in cash or postal order made payable to the **Sierra Leone High Commission**

A registered S.A.E must be supplied for visas applied for by post to enable the Consular office to return the passport. **The High Commission will not be responsible for any loss of passport by post.**

Approved consular request takes a minimum of three working days before collection.

****Fees for rejected visa applications are non-refundable****