

Visa Information Pack

From: Singapore

To: Cuba

Visa Type: Singapore Cuba Business Single Entry One Month



Thank you for your order

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

Application Form

One fully completed and signed application form

Passport

The applicant's actual passport. The passport must:

Have at least one blank visa page

Be valid for two months beyond exit date

Proof of Residence

Evidence of UK residency. This must be shown as:

Valid UK Visa in actual Passport

or

An original valid UK residency card plus a colour copy of both sides

Photos

One passport sized colour photograph. The photograph must:

Have a white background

Be taken within the last six months

Business Letter

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

Include the full address and contact details of the host

Specify the purpose and duration of stay
Include an acceptance of financial responsibility for the applicant
Be signed by the applicant's host

Proof of Travel Arrangements

Copy of actual travel insurance policy certificate (email not accepted). The certificate must state:

Full name of the applicant

That the policy is valid for the duration of the entire trip

Applicants who are covered by their company's insurance policy must supply a UK company letter from their employer as proof

Visa Information:

Visa is valid for One Month

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.

THE CUBAN CONSULATE
167 HIGH HOLBORN
LONDON, WC1V 6PA

Opening Hours: MON-FRI 9:30 am to 12:30pm
Tel: 020 7240 7463 (MON-FRI 2:30pm to 5pm)
Fax: 020 7379 4557

APPLICATION FORM FOR BUSINESS VISA

SURNAME: _____ NAME: _____

CITIZENSHIP: _____ PASSPORT NUMBER: _____

COUNTRY OF BIRTH: _____ DATE OF BIRTH: _____
DAY MONTH YEAR

CONTACT DETAILS:

YOUR ORGANIZATION, COMPANY OR INSTITUTION IN UK _____

ADDRESS: _____ TELEPHONE: _____

PROFESSION: _____ POSITION: _____

PURPOSE OF VISIT: _____

CUBAN ORGANIZATION, COMPANY OR INSTITUTION THAT INVITES YOU: _____

ADDRESS: _____ TELEPHONE: (_____) _____

CONTACT PERSON IN CUBA: _____ POSITION: _____

HAVE YOU BEEN TO CUBA: _____ IF YOU HAVE, DATE OF LAST ENTRY: _____
DAY MONTH YEAR

FOR THIS TRIP:

BOARDING POINT UK: _____ DATE OF ENTRY IN CUBA: _____ LENGTH OF STAY: _____
DAYS

I declare that my answers in this application are true:

DATE: _____ SIGNATURE: _____

WHEN APPLYING YOU MUST SUBMIT:

- 1 completed and signed application form
 - Letter of invitation from Cuban Company, Organization, or Institution
 - Passport (valid for 2 months after departure from Cuba)
- Application fee of **£19.00** + Visa fee of **£41.00**

Business visas are issued in 48 hours minimum and they are just for ONE entry in Cuba for a maximum stay of 30 days. Longer stays will require extensions made in Cuba.

MAIN INFORMATION OF PAYMENT METHODS

All consular services carried out by post or courier, require an additional non-in person fee of £19, paid only once for one or more persons.

IN PERSON: cash, postal orders and banker's drafts payable to The Cuban Consulate are accepted. Personal cheque are not accepted.

BY POST: postal orders and banker's drafts payable to The Cuban Consulate are accepted. Cash and personal cheque are not accepted.

Please: enclose a pre-paid self addressed envelop for the return of your documents as the non in person fee does not cover the postage costs of their return. We recommend the use of recorded mail or special delivery.

UPDATED 30 DECEMBER 2011