

Visa Information Pack

From: United Kingdom

To: Ghana

Visa Type: United Kingdom Ghana Business Single Entry Three Months



Thank you for your order

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

Application Form

Please complete fully the attached visa application form

Passport

The passport must:

Have at least three blank visa pages, with two of the pages facing each other

Be valid for six months beyond the date of entry into Ghana

Photos

Passport photo requirements:

- o Two (2) recent (within the last 6 months), colour photograph
- o white or off-white background
- o plain expression, mouth closed, eyes visible and open
- o no head covering (unless for medical or religious reasons)
- o no digital alterations or filters.

Yellow Fever Certificate

- o Yellow fever vaccination certificate

Proof of Travel Arrangements

- o Hotel booking or accommodation details in Ghana
- o Confirmed return or onward flight ticket

Letter of Introduction

An original letter of introduction from the applicant's UK employer. This letter must:

- o be addressed to the Ghana High Commission
- o be on company letterhead paper
- o include the full name of the applicant
- o specify the purpose of the journey to Ghana

- o include the name of the organisation(s) the applicant intends to visit
- o specify the number of entries requested and the total validity period required
- o include a confirmation of financial responsibility for the applicant during the trip
- o be signed by the applicant's supervisor or a representative from the company's HR department

Letter of Invitation

An original letter of invitation from the company or organisation in Ghana. A copy is acceptable if the original cannot be provided. This letter must:

- o be addressed to the Ghana High Commission
- o be on official company letterhead paper
- o include the full name of the applicant
- o specify the purpose of the visit
- o confirm the applicant's intended dates of travel and length of stay
- o state the number of entries requested and the total visa validity period
- o include the name, address, and contact details of the host company
- o confirm the relationship between the Ghanaian host and the UK company or applicant
- o include a statement of support and/or financial responsibility (if applicable)
- o be signed and dated by a representative of the inviting organisation

ID of Inviting person

- o A copy of the relevant pages of the Ghanaian host's passport (preferably the photo and information page)
- If the host is a foreign national residing in Ghana, include a copy of their passport and valid Ghanaian residence permit to confirm their legal immigration status in the country.

Additional information

Additional documents may be requested at the discretion of the Ghana High Commission.

Appointment System

The Ghana High Commission operates an appointment-based system for submitting visa applications. Visas2 will book an appointment and attend in person on the applicant's behalf to submit the application.

Visa processing times are determined by the service level selected during the application process and commence from the date of the appointment.

Please note that the current the time to secure an appointment may vary. Early preparation is strongly advised.

Visa Information:

This visa permits a single business-related entry into Ghana for up to three months. It is

suitable for UK travellers attending meetings, trade events, negotiations, or other professional engagements with organisations based in Ghana. The maximum permitted stay will be determined by immigration officials upon entry
Visa processing is strictly by appointment.

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.

Ghana High Commission

104 Highgate Hill, London N6 5HE

Telephone: (0208) 342 7500

Fax: (0208) 342 8570

Affix
photographs
here

APPLICATION FOR GHANA ENTRY PERMIT/VISA

INSTRUCTIONS

• This form must be completed in capital letters and submitted together with your passport and ~~four~~ ² (4) recent passport-sized photographs. It takes a minimum of four (4) working days to process applications. • Full names and addresses of references in Ghana should be stated (including telephone numbers, if available). • Any information stated on the form and subsequently found to be incorrect may render Entry Permit/Visa void. Applicants applying by post should provide self-addressed stamped envelopes. Payments can be made by postal orders or Banker's Drafts made payable to the GHANA HIGH COMMISSION. • Cheques in general are **not** acceptable. It takes ten (10) working days for postal applications.

1. (a) Surname	First Names	Previous name (if applicable)
(b) Date of Birth	(c) Place of Birth	(d) Nationality
(e) Former Nationality (if any)		
(f) Passport No		
Place of Issue	Date of issue	Date of Expiry

2. Profession / Occupation / Status

3. (a) Business Address	(b) Residential Address
Telephone	Telephone

4. Proposed date of departure for Ghana

5. (a) Travelling by: (please tick appropriate box)

Air Sea Land

(b) Is applicant in possession of return ticket?

Yes No

(c) Financial means at applicant's disposal (please indicate amount)

Ticket No

6. Purpose of Journey: (please tick appropriate box(es))

Tourism/Holiday/Visit

Business

Employment

Joining Parents

Educational

Diplomatic

Official

Voluntary Work

Transit

7. Names and Addresses of two references in Ghana:

Address 1

Address 2

8. If for employment, Name and Address of Employer in Ghana

9. Duration of stay in Ghana

Multiple Visa Single Visa

10. Date of last visit to Ghana

11. Applicant's Signature

Date of Application

12.* Accompanied by: (please complete if sharing passport & travelling together. People travelling on the same passport are charged separately)

(a) Name	Date of birth	For Official Use	
(b) Name	Date of birth	Visa No	
(c) Name	Date of birth	Type of Visa	
		Date of Issue	
		Charges	
		Endorsed For	
		Signature of Issuing Officer	