

## Indonesia Business visa Application



**IMPORTANT: Please enter your contact information**

Name:

E-mail:

Tel:

Mobile:

The latest date you need your passport returned in time for your travel:



### Indonesia business visa checklist

- Filled out and signed Indonesia business visa application form.** The form is enclosed.
- Original passport.** Passport must have at least 6 months remaining validity and have at least 1 visa page.
- 2 Photographs.** Standard passport photographs 2 x 2 inches on white background.
- Payment.** Credit Card Authorization form, Certified Check, or Money Order payable to VisaHQ.com.
- Return mailer.** Prepaid self-addressed return label or payment for FedEx.

**!** If you wish to prepay return shipping, please add the shipping fee to the total and provide the return shipping address:

- FedEx 2nd day delivery - add \$15
- FedEx Standard Overnight - add \$20
- FedEx Priority Overnight - add \$25
- FedEx Saturday delivery - add \$45
- FedEx First Overnight - add \$65

**Name:**

**Company:**

**Address:**

**City:**

**State:**

**Zip:**

- Itinerary.** Copy of round trip tickets or confirmed itinerary.
- Business Letter.** A business letter from the sending company in the US. The letter should be printed on the company letterhead stationery, addressed to the Embassy of Indonesia, Visa Section, Washington DC, and signed by a senior manager (an equivalent to Vice-President or above). The business letter must adhere to the following guidelines:• Briefly introduce the applicant

(please specify employment status/position held in the company by applicant).&bull; State the nature of the business to be conducted (ie. business meetings, contract negotiations, etc.) and the names and addresses of companies to be contacted in Indonesia.&bull; Specify the type and desired validity of the visa (ie. multiple entry business visa).&bull; Guarantee of sufficient funds for travel.

- Business Invitation** For MULTIPLE ENTRY VISAS, a business invitation letter from the sponsoring company in Indonesia. The letter should be printed on company letterhead stationery, addressed to "The Embassy of Indonesia, Visa Section", and signed by a senior manager (an equivalent to Vice-President or above). The business letter must adhere to the following guidelines:&bull;
- Briefly introduce the applicant (please specify employment status/position held in the company by applicant).&bull;
- State the nature of the business to be conducted (ie. business meetings, contract negotiations, etc.) and the names and addresses of companies to be contacted in Indonesia.&bull; Specify the type and desired validity of the visa (ie. a multiple entry business visa).

## Indonesia business visa fees for citizens of United States

Type of visa	Max. validity	Embassy fee	Our fee	Processing time	Total
Single entry	up to 90 days	\$45.00	\$44.95	3 business days	\$89.95
Multiple entry	up to 365 days	\$100.00	\$69.95	3 business days	\$169.95

## Credit Card Authorization Form

I authorize VisaHQ.com to charge my credit card for the amount of \$

Name on the Credit Card:

Credit Card number:                    -                    -                    -                    Exp. date:                    /

Credit Card Billing Address:

Signature:

Comments:

**Thank you!**  
**We accept all major credit cards.**

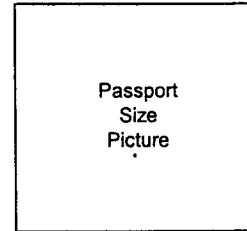


**EMBASSY OF THE REPUBLIC OF INDONESIA**  
 2020 MASSACHUSETTS AVENUE, N.W.  
 WASHINGTON, D.C. 20036  
 PHONE : (202) 775 5200, 775 5244 ; FAX: (202) 775 5315, 775 5365



Application Number (office use only) :  /  /

Date :  -  -  (DD-MM-YYYY)



**I GENERAL**

Duration of Stay in Indonesia :  Day(s)  Month(s)  Year(s)

Type of Visa :  Transit  Single Entry  
 Multiple Entry  Limited Stay

**For Transit Visa**

Country of Destination :   
 Place of Departure :   
 Flight/Vessel Name :

**For Visit Visa**

Purpose of Visit :  Tourism  Convention  Family Visit  Sports  
 Study  Arts  Commercial  Others

Country of Destination :   
 Place of Visit :   
 Flight/Vessel Name :

**For Limited Stay Visa**

Purpose of Limited Stay :  Work  Joint Family  Social  Others

Address in Indonesia :   
 City :   
 Province :   
 Phone Number :  -  -   
 Port of Entry into Indonesia :   
 Date of Entry :  -  -  (DD-MM-YYYY)

**II PERSONAL DATA**

First Name :   
 Middle Name :   
 Family/Surname :

Sex :  Male  Female  
 Marital Status :  Married  Single

Place of Birth :   
 Date of Birth :  -  -  (DD-MM-YYYY)

Nationality :   
 Address :   
 City :   
 Province/State :   
 Phone Number :  -  -

Profession :  Professional  Government  Businessman  
 Student  Housewife  Others

Name of Company/Institution :   
 Address :

City :   
 Province/State :   
 Phone Number :  -  -

**III PASSPORT INFORMATION**

Passport/Travel Document Number :   
 Place of Issue :   
 Date of Issue :  -  -  (DD-MM-YYYY)  
 Date of Expiry/Valid Until :  -  -  (DD-MM-YYYY)  
 Type of Passport :  Personal  Family

*Please complete this section if your spouse and/or dependants included on your passport/travel document are travelling with you :*

No.	Relation(s)	Sex	Date of Birth (DD-MM-YYYY)	Name
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> - <input type="text"/> - <input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> - <input type="text"/> - <input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> - <input type="text"/> - <input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> - <input type="text"/> - <input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> - <input type="text"/> - <input type="text"/>	<input type="text"/>

*Please use this code :* Relation(s) : 1:Husband 2:Wife 3:Child  
 Sex : F:Female M:Male

**IV SPONSOR IN INDONESIA (IF ANY)**

Type of Sponsor :  Individual  Government  International Institution  
 Company  NGO  Others  
 Name of Person/Institution :   
 Address :   
 City :   
 Province/State :   
 Phone Number :  -  -

**V OTHER INFORMATION**

Have you ever been to Indonesia before? :  Yes  No  
 Are you in possession of any other countries' travel documents? :  Yes  No  
 Do you have previous visa to enter Indonesia? :  Yes  No  
 Has your visa application been refused before? :  Yes  No  
 Have you ever been deported from Indonesia? :  Yes  No  
 Have you ever committed a crime or any offense? :  Yes  No  
 Return/Through Ticket/Airline Company :   
 Place of Issue :   
 Date of Issue :  -  -  (DD-MM-YYYY)  
 Date of Expiry/Valid Until :  -  -  (DD-MM-YYYY)

**I hereby declare that the statements given above are true and I understand that even if granted a visa, the admission at the airport remains the discretion of the immigration authorities in Indonesia**

Applicant's Signature

Washington, D.C.,  -  -  (DD-MM-YYYY)

**Important Note :**

- \* To be completed in duplicate with two passport size photographs attached
- \* Applicant's original signature is required
- \* Passport must be valid for at least six months