

The Travel Visa Company

Your Dedicated, Worldwide Travel Visa Agency



REFERRED BY

i.e. Travel Agent / Tour Operator / Cruise Line / Search Engine / Repeat Customer / Friend / Other

You **MUST** return this front page with your application.

RETURN ADDRESS

The Travel Visa Company Ltd.

Unit 2A, The Courtyard Regents Park, London Road Nantwich, Cheshire CW5 6LW



SUPPORT

If you have any queries or would like additional assistance when completing your application, please contact us and one of our team would be happy to assist.



Telephone: 01270 904 907



Email: applications@thetravelvisacompany.co.uk





Ghana Business Visa Application Pack

Thank you for requesting an application pack for a Ghana Business Visa.

Please complete the following three sections and then return the application pack and all supporting documents to The Travel Visa Company Ltd.

- 1. Checklist of the documents required
- 2. Service and delivery options
- 3. Address and payment details

1 PLEASE NOTE

A Ghana Business Visa is valid 90 days from the date of issuance and permits a single entry. Your permitted length of stay will be determined by the border officer on arrival into Ghana. Multiple entry visas and visas with longer validities may be available. Please get in touch to enquire.

All travellers older than 9 months must be vaccinated against Yellow Fever.

1. Checklist of the documents required

√	Please tick to confirm you have provided the following:
	GHANA BUSINESS VISA APPLICATION FORM – Please find attached. It is important to carefully read through all the questions and fully complete all forms in BLOCK CAPITALS with a BLACK PEN . All application forms MUST be printed single-sided. Application forms printed double-sided WILL NOT be accepted.
	PASSPORT – Please include your original passport. Your passport must be valid for at least 6 months from your date of entry into Ghana.
	PHOTOGRAPH – The photograph must passport size, taken within the last 6 months, against a light background, printed on photographic paper, be full face and non-smiling [without sunglasses, a hat/cap or other head covering, unless the applicant wears such items because of their religious belief or ethnic background].
	FLIGHT TICKET/TRAVEL ITINERARY - Please include a copy of your flight ticket/travel itinerary which shows the applicants name and entry/exit flights.
	ACCOMMODATION CONFIRMATION - Please include a copy of your hotel booking confirmation. This document must show the applicant's name, hotel name/address and check-in/out dates.





	YELLOW FEVER CERTIFICATE – Please include your original, up-to-date yellow fever certificate.							
	BUSINESS INVITATION LETTER – Please provide a letter of invitation issued by the inviting company in Ghana. This must be on company letter headed paper, include the applicant's name and passport number, detail the purpose of travel and the dates of travel It must also include a statement accepting financial responsibility for the invitee whilst in Ghana and confirm that the invitee will comply fully with the immigration laws of Ghana. Letter must be addressed to the Ghanaian Embassy in London and signed by a relevant individual at the inviting company.							
	UK EMPLOYER LETTER – Please provide a letter from your UK employer which details your employment status, position in the company and the purpose of travel to Ghana. It should also include applicant's name and passport number. Letter must be addressed to the Ghanaian Embassy in London and signed by a relevant individual at the company.							
	UK IMMIGRATION SHARE CODE – If you are a non-UK national residing in the UK, you must provide your UK immigration share code on the application form. This can be obtained at: www.gov.uk/view-prove-immigration-status							
	Pailure to provide us with these documents will result in delays with your application.							
2. Service and delivery options								
√	✓ Please tick to confirm which service and delivery type you are requesting:							
	Service Type	Processing Time	Embassy Fee	Service Fee	VAT	Total		
	Standard	20 days*	£80.00 [†]	£74.96	£14.99	£169.95		
	Priority	15 days*	£235.00 [†]	£95.79	£19.16	£349.95		

*Working days excluding postal days. † Includes visa fee and courier fees.

If selecting our priority service, please address to "The Travel Visa Company – Priority".





	Delivery Type	Price		DATE OF TRAVEL
	Royal Mail Special Delivery	£10.00		DD MM YYYY
	Provide Pre-Paid Special Delivery Envelope*	-		LENGTH OF STAY
	Collect from TVC Office	-		Days
3	*If you provide a pre-paid envelope . Address and paymer		·	eturn address and the correct postage amount.
Name	:			Credit/Debit Card
Address:				Name on card:
				Card Number:
Postcode:				Expiry Date: CVC:
				Paypal paypal@thetravelvisacompany.co.uk
Email:				Cheque
	EMAIL MARKETING (not req	uired)		BACS Reference:
	I would like to sign up to the TVC mailing list. We do not share your data with any third parties. To view our privacy policy, visit: www.thetravelvisacompany.co.uk/privacy			Cheque/BACS payments are to be made payable to "The Travel Visa Company Ltd." Bank Details: 68032405 / 08-92-50
	TERMS & CONDITIONS (re	d agree to the		ditions and Client Declaration. etravelvisacompany.co.uk/declaration



Date:

Please contact us if you would like to receive a printed copy of these documents.



Ghana Business Visa

Application Form

Tel: +44 (0) 1270 904 907 applications@thetravelvisacompany.co.uk www.thetravelvisacompany.co.uk

Personal Information Passport Details Title: Passport type: Regular Official Diplomatic Passport number: Surname: As shown in passport Issuing country: Given name(s): Issuing authority: As shown in passport Issue date: DD/MM/YYYY Have you ever changed your name? Expiry date: DD/MM/YYYY Yes No Reason for name change: If yes **Applicant Contact Details** ☐ Marriage ☐ Deed poll ☐ Other Phone number: If other Email address: Previous name: Current address: Street: Gender: Male Female Town/City: State/Province: Marital status: Married Divorced Single Widowed Postcode: Country: Other **Travel Details** Date of birth: DD/MM/YYYY Date of entry into Ghana: Place of birth: DD/MM/YYYY Town/City: Date of departure from Ghana: State/Province: DD/MM/YYYY Country: Length of stay: Days Nationality: Do you have an onward or return ticket booked? Do you have or have you ever held any other nationalities? ☐ No Yes Yes If yes Flight number: Other nationality: If yes How will you enter Ghana? National ID number: Sea Air Land If applicable Have you previously visited Ghana? Passport number: Yes If applicable If yes Date of last visit: DD/MM/YYYY Funds available for trip to Ghana:



Ghana Business Visa

Application Form

Tel: +44 (0) 1270 904 907 applications@thetravelvisacompany.co.uk www.thetravelvisacompany.co.uk

Travel History	Host in Ghana
Have you ever been refused a visa for Ghana? ☐ Yes ☐ No	Is your host in Ghana the same as your reference/hotel?
Have you ever been refused entry into or deported from Ghana? Yes No	If no Name: Telephone number:
Do you have a criminal record in Ghana or any other country?	Email address:
Do you suffer from any mental disorders?	Address: Street:
Do you suffer from any communicable disease?	Town/City: State/Province: Postcode:
IF you have answered yes to any of the above questions, please provide further detail on an additional sheet.	
Employment Details	Sponsor details
Employment status:	Who is paying for your trip? Self Other organisation/individual
Please complete this section if you have selected employed or student.	Please complete this section if you have selected other organisation/individual.
Occupation:	Organisation/individual name:
Company/Educational institution name:	Email address:
Company/Educational institution address: Street: Town/City:	Telephone number:
State/Province: Postcode:	Address: Street:
Company/Educational institution telephone:	Town/City: State/Province: Postcode:
Reference/Hotel in Ghana	
Name:	UK Immigration Share Code Not Applicable
Email address:	This can be obtained at: www.gov.uk/view-prove-immigration-status
Telephone number:	Please tick to confirm you have read, fully understood and agree to the following:
Address: Street: Town/City:	I, the applicant, hereby certify that I have read, or have had read to me, all the questions and statements on this application and understand all the questions and statements on this application. The answers and information furnished in this application are true and correct to the best of my knowledge and belief.
State/Province: Postcode:	Print name (BLOCK CAPITALS):
r ostcode.	Date:(DD/MM/YYYY)

