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.
First Floor Unit 10
Alvaston Business Park
Middlewich Road
Nantwich, Cheshire
CW5 6PF

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**

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Ghana Business e-Visa Application Pack

Thank you for requesting an application pack for a Ghana Business e-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**

PLEASE NOTE

A Ghana Business e-Visa is valid 90 days from the date of issuance and permits a single entry of up to 30 days.

All travellers older than 9 months must be vaccinated against Yellow Fever. If you do not have an up-to-date vaccination, you will be required to receive the Yellow Fever vaccine upon arrival in Ghana.

1. Checklist of the documents required

✓ **Please tick to confirm you have provided the following:**

☐ **GHANA BUSINESS E-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.

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- [ ] **BANK STATEMENT / PROOF OF FUNDS** – Please include recent bank statements (last 3 months) demonstrating sufficient funds to cover your stay in Ghana. The statements should show your name, address and a positive balance.

- [ ] **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 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

Failure 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	10 days*	£195.00	£45.79	£9.16	**£249.95**
☐	Priority	3 days*	£330.00	£99.96	£19.99	**£449.95**

*Working days excluding postal days.

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

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	Delivery Type	Price
☐	Email Confirmation	-
☐	Provide Pre-Paid Envelope*	-
☐	Posted Confirmation	£5.00
☐	Collect from TVC Office	-

DATE OF TRAVEL

..... DD/MM/YYYY

LENGTH OF STAY

..... Days

*If you provide a pre-paid envelope please ensure it has your return address and the correct postage amount.

3. Address and payment details

Name: .....

Address: .....

.....

.....

Postcode: .....

Telephone: .....

Email: .....

EMAIL MARKETING (not required)

☐ 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

☐ **Credit/Debit Card**

Name on card:

.....

Card Number:

.....

Expiry Date: ..... CVC: .....

☐ **Paypal** paypal@thetravelvisacompany.co.uk

☐ **Cheque**

☐ **BACS** Reference: .....

Cheque/BACS payments are to be made payable to "The Travel Visa Company Ltd."

Bank Details: 68032405 / 08-92-50

TERMS & CONDITIONS (required)

☐ I have read, fully understood and agree to the Terms & Conditions and Client Declaration.

www.thetravelvisacompany.co.uk/terms www.thetravelvisacompany.co.uk/declaration

Signed: ..... Date: .....

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

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Personal Information

Surname:
As shown in passport

Given name(s):
As shown in passport

Gender: ☐ Male ☐ Female

Date of birth: DD/MM/YYYY

Nationality:

Applicant Contact Details

Phone number:

Email address:

Current address:

Passport Details

Passport number:

Issuing country:

Issuing authority:

Issue date: DD/MM/YYYY

Expiry date: DD/MM/YYYY

Travel Details

Purpose of visit:

☐ Business / Meetings / Conferences ☐ Official / Government Visit

Date of arrival into Ghana: DD/MM/YYYY

Place of departure: e.g. London Heathrow, New York JFK

Destination City: e.g. Accra

Port of entry:

☐ Accra International Airport (ACC) ☐ Sunyani Airport (NYI)
☐ Kumasi Airport (KMS) ☐ Wa Airport (WZA)
☐ Tamale Airport (TML) ☐ Ho Airport (HOA)
☐ Takoradi Airport (TKD)

Type of accommodation:

☐ Hotel ☐ Residential (Host) ☐ Other

Hotel/host name:

Hotel /host address:

Intended duration of stay: days

Next destination: Country or city you will travel to after Ghana

If you need additional help with this application form, please email:
applications@thetravelvisacompany.co.uk

INSTITUTE OF Travel & Tourism

Business Details

Company name in Ghana:

Company address in Ghana:

Business activity: Describe any meetings, negotiations, trade activities.

Contact person:

Phone number:

Conference/event name: if applicable

Business registration number: if applicable

Travel History

Have you ever visited a country subject to a public health alert in the past 14 days?

☐ Yes ☐ No

Have you ever been denied a visa, refused entry, deported or convicted of a criminal offence?

☐ Yes ☐ No

Have you previously overstayed a visa or violated immigration conditions in Ghana?

☐ Yes ☐ No

Are you currently subject to international sanctions, travel bans, or law enforcement notices?

☐ Yes ☐ No

IF you have answered yes to any of the above questions, please provide further detail on an additional sheet.

Please tick to confirm your application details:

☐ 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.

Print name (BLOCK CAPITALS): .....

Date: ..... DD/MM/YYYY

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