

AMERICAN VISA OF DC

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THIS IS NOT AN APPLICATION; IT IS ONLY A COVERING LETTER FOR AMERICAN VISA OF DC

ALGERIA

Visa Requirements:

- Original signed passport valid for six months with at least one blank visa page, and must not contain any Israeli stamps or visas.
- Two TYPED visa application forms completed and signed. Both forms must include the applicant's original signature.
- Two color passport sized photos 2" X 2" ONLY on white or very light background.
- Letter of financial responsibility from the company in the USA that includes details of the nature of the trip and the name and address of the contact in Algeria (For business visa).
- Invitation letter from the company in Algeria that includes, name of traveler, exact dates of travel, purpose of visit, contact name, address and phone number of the inviting individual/organization and a Financial guarantee of traveler's expenses to and from Algeria.*Original Invitation is required if traveling on behalf of DOJ or US DOS (For business visa).
- Hotel confirmation (For tourist visa).
- Copy of flight itinerary (For tourist visa).
- Copy of the Green Card (For Non-U.S. Citizens).

Validity of Visas: Tourist visas' validity is 90 days, and business for stays of 30 days, both are valid for multiple entries.

Jurisdiction: Residents of all states can be processed in Washington DC.

Contact Person's Name: _____ Phone and email: _____

SHIPPING INSTRUCTIONS: Return completed process to:

Company Name (If applicable): _____ Contact Name _____
 Address _____ Apt#/Mail Code _____
 City _____ State _____ Zip Code _____
 Phone # _____ Email Address _____

TRAVELER(S) INFORMATION:

Departure Date from U.S.A.: _____ **Need by this date:** _____ *Rush fees will be applied to meet this date if necessary

1) Last Name: _____ First Name _____

Passport #: _____ Passport Expires: _____ Date of Birth ____ / ____ / ____

2) Last Name: _____ First Name _____

Passport #: _____ Passport Expires: _____ Date of Birth ____ / ____ / ____

Processing Fees: (please check one)

Processing Time:	American Visa of DC Fee:	Embassy of Algeria Fee	Outsourcing Embassy Fee	Money Order Fee:	Fed Ex Shipping Fee	TOTAL
10 - 14 Business Days:	\$95	\$160	\$31	\$25	\$30	\$341
6 - 9 Business Days:	\$150	\$160	\$31	\$25	\$30	\$396

- Please add \$15 service fee for all Non-U.S. citizens, and the Embassy Fee may vary.
- RUSH processing cannot be guaranteed and are reserved for emergencies and are issued at the Embassy's discretion.
- The Embassy fee must be paid by US Postal money order only and a separate money order for the outsourcing fee. American Visa of DC will charge \$25 to obtain these money orders if not provided.

PAYMENT: (check one)

I authorize American Visa of DC to charge my credit card for payment of passport/visa services.

Card holders' name _____ Number _____ Exp. Date: _____

Signature _____ Today's Date: _____

Check or Money Order made out to "American Visa of DC" for \$ _____ enclosed.

My company has a prearranged billing agreement.

American Visa of DC Inc. assumes no responsibility for the loss, damage or delay of passports or visas caused by an Embassy, Consulate, government office, postal or courier service, delivery service or travel agency. Requirements and fees relating to this request are subject to change without notice.

IMPORTANT: False statements will lead to the application being rejected or to the annulment of a visa already granted.

اللقب Last name	الاسم First name
الاسم قبل الزواج Maiden name	اسم آخر Middle name
تاريخ الميلاد Date of birth	الولاية City..... State.....
اسم الأب Father's name	اسم الأم Mother's maiden & first name
الوضعية العائلية * Marital status (*)	أعزب Single
	متزوج Married
	مطلق Divorced
	أرمل Widow (er)
	ذكر M
	أنثى F
الجنسية الحالية Present Citizenship.....	الجنس Gender (*)
العنوان الشخصي Personal address.....	رقم هاتف البيت Home phone
E-mail.....	رقم هاتف البيت Cell phone
Husband-wife (٢) زوج	
اللقب Last name (Maiden name for wife).....	الاسم First name
تاريخ الميلاد Date of birth	الولاية City..... State.....
Children الأطفال to be filled when they travel with you لا يملأ الا في حالة سفر الأولاد	
الاسم و اللقب Last & First name	تاريخ الميلاد Date of birth DAY / MONTH / YEAR
	مكان الميلاد Place of birth
	الجنسية Citizenship
Type of travel document جواز سفر عادي Ordinary passport	طبيعة وثيقة السفر وثيقة أخرى {توضيح} other document (give precision).....
رقم Number.....	يصدر في Issued on.....
	ينتهي في Expire on.....
تأشيرة مطلوبة للدخول {*} Visa solicit for (*)	مرة واحدة 1 entry
	مرتين 2 entries
	عدة مرات several entries
المهنة Occupation.....	المستخدم Employer
العنوان المهني Address of employer	رقم هاتف المكتب Office phone
في حالة عبور In case of transit	الوجهة النهائية final destination
هل لديكم تأشيرة دخول لهذا البلد {*} Do you have visa for this country (*)	نعم Yes
	لا No
العنوان أثناء الإقامة Address during your stay.....	
غرض الإقامة Purpose	
اسم الشخص المقصود في الجزائر Name of your contact in Algeria.....	رقم الهاتف Phone.....
مدة الإقامة Length of stay	من From
	إلى To.....
هل سبق لكم زيارة الجزائر ؟ Have you already visited Algeria?	
كم مرة زرت الجزائر ؟ Number of visits.....	في أي تاريخ ؟ when?
	مدة الإقامة Length of stay
التزم بمغادرة الإقليم بعد انقضاء أجل التأشيرة التي ستمنح لي و بعدم قبول اي عمل ماجور او غير ماجور خلال إقامتي، و بعدم الإقامة بصفة نهائية	
I undertake to leave the Algerian territory at the expiration of the visa which would be granted to me, and to refuse any employment being paid or not, during my stay, and to not establish me there	
هام : تملأه جميع الخانات بحروف واضحة، في حالة خطأ أو عدم ملئ بعض الخانات لن يرد على طلبكم	
IMPORTANT: All categories must be completed in CAPITAL LETTERS in case mistakes or omissions; your application will be rejected	
(*) Put an X in the category corresponding to your answer	
التاريخ، وإمضاء المعني {صاحب الطلب}	
DATE AND APPLICANT SIGNATURE	

الرجاء الصاق الصورة هنا

Please you must attach photo here

خاص بالإدارة
For office use only

رقم الطلب
Application Number

تاريخ الإيداع
Received on

عدد مرات الدخول المرخصة
Nbr. of authorized entries

مدة الإقامة
Duration of stay

الضريبة المستحقة
Tax

تاريخ صدور التأشيرة
Issued on

التاريخ المحدد للاستعمال
Date limit of utilization

رئيس المركز (الامضاء و الختم)
Chief of post (Signature and stamp)