

# AMERICAN VISA OF DC

1801 Columbia Rd., NW #200, Washington, DC 20009

Tel: 202-462-5908 Fax: 202-387-5430

Email: [info@americanvisadc.com](mailto:info@americanvisadc.com) or [avodc@aol.com](mailto:avodc@aol.com) [www.americanvisadc.com](http://www.americanvisadc.com)

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

## KENYA

### Visa Requirements:

- Signed Passport valid for six months with at least one blank visa page.
- Fill form online by clicking here: [KENYA ONLINE APPLICATION](#)
- One copy of visa application from completed and signed (see above).
- Two color passport sized photos 2" x 2" ONLY on white background.
- A letter of financial responsibility from the company in the USA (business visa).
- Copy of flight itinerary from a travel agent or a copy of the tickets (tourist visa).
- Invitation from the organization in Kenya (mission/volunteer visa).
- Copy of flight itinerary or personal letter showing first entry into Kenya (East African Tourist visa).
- Copy of the Green Card (For Non-U.S. Citizens).

**Validity of Visas:** Tourist and Business visas are valid for six months and valid for single or multiple as requested (see table below).

**Jurisdiction:** Residents of all states can be processed in Washington DC. East African Tourist visas must be requested from the country that is being entered first between Kenya, Uganda and Rwanda.

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 Per Person:** (please check one)

Processing Time:	American Visa of DC Fee:	Kenyan Embassy Fee	Money Order Fee	Fed Ex Shipping Fee	TOTAL
10 – 14 business days single entry:	\$65	\$50	\$25	\$30	\$170
5 - 9 business days single entry:	\$125	\$70	\$25	\$30	\$250
2 to 4 business days single entry:	\$150	\$90	\$25	\$30	\$295
24 hours or Same day single entry:	\$200	\$90	\$25	\$30	\$345
10 – 14 business days multiple entry:	\$65	\$100	\$25	\$30	\$220
5 - 9 business days multiple entry:	\$125	\$120	\$25	\$30	\$300
2 to 4 business days multiple entry:	\$150	\$140	\$25	\$30	\$345
24 hours or Same day multiple entry:	\$200	\$140	\$25	\$30	\$395
East African Tourist multiple entry:	\$65	\$100	\$25	\$30	\$220

### **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.