

# AMERICAN VISA OF DC

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

## MALAWI

### Visa Requirements:

- Original signed passport valid for six months with at least one blank visa page.
- Two visa application forms completed and signed
- 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 or invitation letter from sponsor in Malawi (For business visa).
- Copy of flight itinerary and hotel confirmation.
- Copy of the Green Card (For Non-U.S. Citizens).

**Validity of Visas:** Tourist and business visas' validity is determined by fee paid (see table below).

**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:	Malawi Embassy Fee	Money Order Fee	Fed Ex Shipping Fee	TOTAL
8 - 14 Business Days 3 month single:	\$65	\$100	\$25	\$30	\$220
3 - 7 Business Days 3 month single:	\$95	\$100	\$25	\$30	\$250
8 - 14 Business Days 6 month multiple:	\$65	\$220	\$25	\$30	\$340
3 - 7 Business Days 6 month multiple:	\$95	\$220	\$25	\$30	\$370
8 - 14 Business Days 1 year multiple:	\$65	\$300	\$25	\$30	\$420
3 - 7 Business Days 1 year multiple:	\$95	\$300	\$25	\$30	\$450

- Please add \$15 service fee for all Non-U.S. citizens, and the Embassy Fee may vary.

### **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.



**REPUBLIC OF MALAWI**

**IMMIGRATION ACT**

**(CAP. 15:03)**

**(REGULATION 3 (6))**

**APPLICATION FORM FOR A VISA TO ENTER MALAWI**

*(To be completed in block capitals)*

SINGLE/MULTIPLE/TRANSIT VISA *(Delete as necessary)*

Name *(in full)* .....  
*(Surname in block capitals)*

Married or Single *(if married woman give maiden name)* .....

Address in the country of application .....

Address in the country of domicile *(if different from above)* .....

Date and Place of Birth .....

Sex ..... Profession .....

Passport Number ..... Date of issue .....

Place of issue ..... Date of expiry .....

Return Visa(s) to ..... Valid until.....

Nationality *(if stateless indicate original nationality prior to being stateless person)* .....

Date of arrival in country of application .....

From .....

Final destination .....

And address to which applicant is proceeding .....

Reasons in full for proposed visit. (Satisfactory evidence will be required for the object and purpose of the journey. Employees of firms or persons acting on behalf of firms must produce certificates from their employers as to the nature of business for which they are travelling):

Duration of proposed visit .....

Travelling by ..... Leaving on .....

Onward passage booked for .....

Means at applicant's disposal (evidence may be required) .....

.....

Dates of previous visits to .....

In what capacity .....

Previous address (es) in .....

.....

**PARTICULARS OF MINOR CHILDREN** who will accompany the applicant and are included in the applicant's passport.

Name	Place of birth	Date of birth
.....	.....	.....
.....	.....	.....
.....	.....	.....

**SUPPLEMENTARY INFORMATION**

**Name and Address of Sponsor**

I declare that the above particulars given by me are true in substance and fact.

Date .....

.....

Signature

**THIS SPACE TO LEFT BLANK FOR OFFICIAL USE**

Endorsement ..... Prepared by .....

Onward visa ..... Fee paid .....

Ref. No. .... Receipt No. .... and Date .....