

AMERICAN VISA OF DC
1801 Columbia Rd., NW #200, Washington, DC 20009
Tel: 202-462-5908 Fax: 202-387-5430
Email: info@americanvisadc.com www.americanvisadc.com

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

NIGERIA

Visa Requirements:

- Signed Passport valid for six months with at least one blank visa page.
- One [online visa application](#) form completed, printed, signed and \$180 paid through the Nigerian Immigration Service.
- One copy of the "Payment Receipt" and "Application Confirmation" from the Nigerian Immigration Service.
- Two color passport sized photos 2" x 2" ONLY on white or very light background.
- An invitation letter from Nigerian company with a company seal ([for business visa](#)).
- A letter of financial responsibility from the company in the U.S.A. ([For business visa](#)).
- Copy of flight itinerary from the travel agent or a copy of tickets ([For tourist visa](#)).
- Copy of hotel confirmation ([For tourist visa](#)).
- Invitation from Nigerian citizen and a copy of the first six pages of the Nigerian Passport ([For personal visit](#)).
- Copy of the Green Card ([For Non-U.S. Citizens](#)).

Validity of Visas: Single entry visas are valid for three months and multiple entry visas are valid for six months.

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:	Nigerian Embassy Fee	Money Order Fee	Fed Ex Shipping Fee	TOTAL
<input type="checkbox"/>	15 - 21 Business Days:	\$95	\$90	\$25	\$30	\$240
<input type="checkbox"/>	8 - 14 Business Days:	\$125	\$90	\$25	\$30	\$250
<input type="checkbox"/>	4 - 7 Business Days:	\$150	\$90	\$25	\$30	\$295
<input type="checkbox"/>	1 - 3 Business Days :	\$200	\$90	\$25	\$30	\$345

- Please add \$15 for all applications submitted that are for Non-U.S. citizens
- The Embassy fee of \$180 (Non-U.S. citizen's fee may vary) is paid with a personal credit card through the Nigerian Immigration Service only. The Embassy Fees listed above are a separate processing charge.

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.