

COLUMBIA

New Delhi Address: 85 Poorvi Marg, Vasant Vihar, New Delhi.

Tel: +91 – 11 – 41662106 / 109 Fax: +91 -11 – 41662104 / 108

Email: emcolin@bol.net.in

Tourist Visa:

*VALID PASSPORT WITH ATLEAST 6 MONTHS VALIDITY FROM THE DATE OF TRAVEL

* 1 Photos with white background with 2 x 2 inches, should be clear with white background & Matt finish

* Covering Letter

*Hotel Confirmation

*Confirm Airline Ticket

* Last 03 years IT papers (Personal as well as Company)

* Last 06 months Bank Statement (Personal as well as Company)

Visa Fees: Rs.12730/-

Draft in our favour to be sent along with documents.

This fee includes translation attestation charges

(Fees - Rs 9800/- + Translation / Notory - Rs 2500/- + H/C - Rs 300/- + Courier - Rs 130/-).

Time Taken 04 to 07 working days

Submission Timing: Monday, Tuesday, Thursday and Friday.

Business Visa:

* VALID PASSPORT WITH ATLEAST 6 MONTHS VALIDITY FROM THE DATE OF TRAVEL

* 2 Forms

* 3 Photos(3 X 3 cm size, coloured with white background),

* Detailed Covering letter mentioning why the company wants to send its employee to Columbia

* Exchange Or Credit Card Copy

* Letter from Chamber of Commerce

* Invitation from Columbian company accepting responsibility for the visitor in Columbia and invitation should be in spanish language and certificate of registration of the same company

* Authority letter on stamp paper as per below specifications

* 6 months till date personal bank statement

* Return Confirm Airline Ticket

Rs.12730/-

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300/- + Courier - Rs 130/-).

Time Taken: 04 to 07 working days

Legal representative / pax to send duly signed authorization letter authorizing our
colleague to submit / collect the docs on his/her behalf, the authorization letter (for
format pls download from our website) should be typed on the Stamp Paper.