



### **3 simple steps to get your visa**



#### **Fill the forms in**

Please gather all the required documents (accordingly to the attached visa checklist), and kindly fill the forms in. If you have any doubts please feel free to contact us.



#### **Deliver them to us**

Double check you have all the required documents (accordingly to the attached visa checklist). Put them into envelope and deliver to us. We will check your application and lodge it with embassy.

#### **All Postal deliveries:**

PO BOX 5690  
London  
W1A 5UY

#### **Courier or in person deliveries**

Office 325  
Linen Hall  
162-168 Regent Street  
London W1B 5TE



#### **Collect your visa**

When we collect and check your visa from the embassy, we will get in touch with you to confirm you were awarded visa. Then we will schedule despatch of your passports with visa back to you.

## **MOZAMBIQUE BUSINESS-SUSPENDED N/A VISA FOR UNITED KINGDOM NATIONALS**

- Passport
  - Need to provide original passport plus a photocopy of the passport bio pages.
  - Must be valid six months on the day of lodging.
  - Must have at least 2 blank visa pages. They do not have to be opposite.
- Visa Application Form
  - You will find this form in our document pack.
- Photographs
  - Two recent passport size photographs of photo booth quality. Glue them to the visa form.
- Proof of Travel Arrangements
  - Hotel booking confirmation. It must be confirmed by the hotel in Mozambique and stamped.
  - Flight booking confirmation of the return or onward flight.
- UK Company Letter it must include the following information:
  - Be addressed to the embassy.
  - State the details of the applicant.
  - Can be a copy.
  - State the dates of entry, exit and purpose of the trip to Mozambique.
  - State that the company will be financially responsible for the trip to Mozambique.
- Invite letter from the company in Mozambique
  - This should match the details of the UK letter
  - It can be a scan.
  - In the case of invitation from a business institution in Mozambique, copies of its official documents (License authorizing its activities, and a Certificate confirming its financial and tax situation, if applicable) and of a representative (Passport and residence visa, or ID) are also required.
- Supply a photo copy of the photo bio page from the the passport.
- Regent Visas Order Form
  - You will find this in our order form.
- Important information:
  - From 1st February 2016 the Same day visa service will be suspended by the Embassy until further notice.
  - The speed of visa issuance occurs only when approval has been received from Mozambique. Kindly expect a minimum delay of 30 days. The Embassy will then contact Regent Visas to pay for the visa on the service required.

# REGENT VISAS ORDER FORM

## CONTACT NAME

## TELEPHONE NUMBER

## ADDRESS

Line 1	<input type="text"/>
Line 2	<input type="text"/>
City	<input type="text"/>
Country	<input type="text"/>
Postcode	<input type="text"/>

## EMAIL ADDRESS

## ONLY COMPANY

Company name

VAT NO.

Purchase order No.

## APPLICANT DETAILS:

No.	Name and Surname	Nationality	Passport number
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>
5.	<input type="text"/>	<input type="text"/>	<input type="text"/>

## VISA DETAILS:

No.	Visa type	Visa service type	Date of travel	Documents required by
1.	Mozambique Business-SUSPENDED	n/a	<input type="text"/>	<input type="text"/>

## DISPATCH METHOD

In Person	<input type="radio"/>
Special Delivery	<input type="radio"/>
To Be Confirm	<input type="radio"/>
Pre-paid RMSD Enclosed	<input type="radio"/>
Pre 9am Special Delivery	<input type="radio"/>
Saturday Special Delivery	<input type="radio"/>
Saturday 9am Special Delivery	<input type="radio"/>
Courier	<input checked="" type="radio"/>

## PAYMENT METHOD

Cash (in person upon collection)	<input type="radio"/>
Cheque (Please enclose cheque to this form)	<input type="radio"/>
Paypal	<input type="radio"/>
BACS	<input type="radio"/>
Card	<input type="radio"/>

## CARD NO.

## SECURITY CODE:

## CARD TYPE:

☐ VISA

☐ VISA DEBIT

☐ MAESTRO

☐ MASTER CARD

☐ AMERICAN EXPRESS

## VALID FROM DATE:

## EXPIRY DATE:

PRINT NAME

SIGNATURE

DATE