



NO.	APPLICATION FOR A FIJI VISA CHECKLIST	YES	NO
1.	<b>HOLIDAY PURPOSE ( FAMILY/FRIENDS/HOTEL) [UP TO AN INITIAL 4 MONTHS STAY]</b> <ul style="list-style-type: none"> <li>⌵ <b>Completed</b> Visitors Visa Application form</li> <li>⌵ Certified Copy of the Passport (Bio data page).</li> <li>⌵ Two (02) recent passport size photos.</li> <li>⌵ Confirmation of pre-booked hotel (If accommodated at hotel)</li> <li>⌵ Local Sponsor letter (if accommodated with family/friends)</li> <li>⌵ A copy of the travel itinerary/ticket</li> <li>⌵ Proof of funds to sustain duration of stay (e.g. recent Bank Statement/Visa Cards)</li> <li>⌵ Certified Copy of Sponsor Valid I.D/Passport/ Permit</li> <li>⌵ Proof of approved visa and confirmed onward ticket [if applicant is travelling to another country needing visa)</li> <li>⌵ Consent letter from spouse (if travelling alone)</li> <li>⌵ Consent letter from parents (for 18 years and under) and travelling alone</li> <li>⌵ Approval Leave letter [if employed]</li> <li>⌵ Proof of relationship (Certified copy of Marriage Certificate/Birth Certificates)</li> </ul>		
2.	<b>TRANSITTING PURPOSE [FROM 3 HR\$ TO 72 HR\$ STAY]</b> <ul style="list-style-type: none"> <li>⌵ <b>Completed</b> Visitors Visa Application form</li> <li>⌵ Certified Copy of Passport (Bio data page)</li> <li>⌵ Two (02) passport size photos</li> <li>⌵ Proof of confirmed onward ticket to the next destination and another confirmed outward ticket if travelling out of that destination.</li> <li>⌵ Proof of approved visa/permit for the next destination</li> </ul>		
3.	<b>BUSINESS/TRAINING/WORKSHOP PURPOSE [UP TO 14 DAYS STAY]</b> <ul style="list-style-type: none"> <li>⌵ <b>Completed</b> Visitors Visa Application form</li> <li>⌵ Two (02) certified photos (Bio data page)</li> <li>⌵ Certified Copy of Passport (Bio data page)</li> <li>⌵ Sponsor letter if a local company/organization is sponsoring to indicate the undertaking person for the duration of his/her period) <ul style="list-style-type: none"> <li>⌵ <b>Letterhead with specific subject [single entry or multiple entry visa]</b></li> <li>⌵ <b>Purpose of visit [business/workshop/training]</b></li> <li>⌵ <b>Intended duration of stay or programme duration</b></li> <li>⌵ <b>Location of undertaking [where will the business/workshop/training take place]</b></li> <li>⌵ <b>Outline of business/workshop/training to be undertaken</b></li> </ul> </li> <li>⌵ A copy of the travel itinerary/confirmed ticket</li> </ul>		
4.	<b>FISHING AGENCIES (CREW / SEAMAN) [UP TO 30 DAYS STAY]</b>		

	<ul style="list-style-type: none"> <li>⌵ <b>Completed</b> Visitors Visa Application form</li> </ul>		
	<ul style="list-style-type: none"> <li>⌵ Certified Copy of the Passport (Bio data page)</li> </ul>		
	<ul style="list-style-type: none"> <li>⌵ Two (02) passport size photos</li> </ul>		
	<ul style="list-style-type: none"> <li>⌵ Letter from the organization <ul style="list-style-type: none"> <li>⌵ <b>Letterhead with specific subject [single entry or multiple entry visa]</b></li> <li>⌵ <b>Purpose of visit</b></li> <li>⌵ <b>Intended duration of stay</b></li> <li>⌵ <b>Location of undertaking</b></li> </ul> </li> </ul>		
	<ul style="list-style-type: none"> <li>⌵ Certified Copy of itinerary/confirmed ticket if joining vessel in another destination</li> </ul>		
	<ul style="list-style-type: none"> <li>⌵ Crew List</li> </ul>		
	<b>SINGLE ENTRY FEES</b>	<b>\$FJ91.00</b>	
	<b>MULTIPLE ENTRY FEES</b>	<b>\$FJ180.00</b>	
<b><i>For official use only</i></b>			
i	<b>CSO - Name:</b>		<b>Date:</b>
ii	<b>Customer Details:</b> - Name - Phone:		<b>Date:</b>
iii	<b>CSO's comments on pending documents (First Vetting):</b>		<b>Date:</b>
	<b>CSO's comments on pending documents (Second Vetting):</b>		<b>Date:</b>
<b>Final check and endorsement</b>			
iv	<b>CSO Name:</b>		<b>Date Received:</b>
<b>PLEASE ENSURE THAT ALL RELEVANT DOCUMENTS SUBMITTED ARE IN ENGLISH ONLY AND NO INCOMPLETE APPLICATIONS WILL BE ACCEPTED</b>			