



ENTRY VISA APPLICATION FORM

Please complete this form in BLOCK letters and attach all required documents.

- Full Name:
- Present Nationality:
- Occupation / Profession:
- Marital Status:
- Current Residential Address:
- Phone Number:
- Purpose of Visit:
- Intended Date of Arrival in Egypt:
- Planned Duration of Stay (in days):
- Number of Entries Requested:
- Port of Entry into Egypt:
- Residential Address in Egypt:
- Names of Relatives or Friends in Egypt:
- Addresses of Relatives or Friends in Egypt:
- Accompanying Family Members (Name, Relationship, Date of Birth):
- Children Endorsed on Passport (Name, Date of Birth):
- Dates of Previous Visits to Egypt:
- Purpose of Previous Visits:
- Address During Previous Visits:
- Other Relevant Information:

This is the exact form you purchase from the Embassy for \$1

VISA APPLICATION PROCESS

Step 1: Purchase Application Form

- Visit the Egyptian Embassy in Abuja in person.
- Buy the official visa application form – cost is \$1 (cash only).
- Embassy hours for form purchase: Monday – Thursday, 10 AM – 2 PM.

Step 2: Embassy Appointment

After purchasing the form, you will be assigned a scheduled appointment date for document submission.

Step 3: Prepare Required Documents

You must gather and submit originals of the following:

- Official Introduction Letter from employer (on company letterhead)
- Flight Reservation (round-trip ticket)
- Recent 6-month Bank Statement (stamped and signed by bank)
- Hotel Reservation for entire stay
- Copy of Passport Data Page
- Copy of Work ID Card
- Marriage Certificate (for couples) – legalized by the Ministry of Foreign Affairs (mandatory)
- Birth Certificate (for children) – legalized by Ministry of Foreign Affairs (mandatory)
- Letter of Father's Consent – legalized (if children are traveling)
- Two (2) Recent Passport Photos (white background)
- Yellow Fever Card – taken at least 10 days before application date
- Polio Vaccination Certificate – valid for 4 weeks to 1 year before application date
- Completed Visa Application Form (filled and signed).

Step 4: Submit Application

Visa Submission Hours: Monday – Friday, 10 AM – 12 Noon

Interview & Payment Hours: Monday – Friday, 1 PM – 3 PM

Pay fees only after visa is approved:

- Single Entry: \$100
- Multiple Entry: \$155
- Cash only, in USD

Step 5: Collect Documents

Document collection days: Monday – Wednesday only.

OK-TO-BOARD (OTB) PROCESS (Special Pre-Approval)

This is different from the regular visa process and is used mainly for travelers not eligible for a visa on arrival but who are granted a pre-approved entry permit.

Processing Fee: \$350 (USD cash only – no naira accepted).

Required:

- Flight ticket
- Yellow Fever Card (will be checked upon arrival)

At Arrival: Pay \$25 for entry stamps at Egyptian airport

Processing Time: 3 – 5 working days

Validity: Visa lasts for 1 month from date of issuance

Airline Requirement: Usually must travel on EgyptAir (since they process the OTB clearance)