

## **Philippines Tourist Visa Documents List**

- Form back to back, paste 1 photo on form with a signature half on form and half on photo
- 2 Recent Photographs, 35mm x 45mm, 80% face should be seen white back ground (Photographs should not be old for more than 6 months)
- Personal detailed covering letter
- Leave letter from Company
- Hotel Confirmation with guest name, check-in, check-out details, payment confirmation details and hotel name and address.
- Credit card copy or Foreign exchange
- **Original Passport (Old & New) valid for 6 months and also require passport copy 1st and last page 2 sets**
- Income Tax papers for the last 3 years
- Updated Bank statement for the last 6 months with applicant's name, a/c no. with bank seal & sign
- Return Ticket
- Salary slip last 3 month

Processing Time 10-12 Working Days

- Single Entry Visa fee 3100+Courier Charge Rs. 450+ Our Service Charge Rs.2000+GST
- Multiple Entry 6 Month Visa fee 6320+Courier Charge Rs. 450+ Our Service Charge Rs.2000+GST
- Multiple Entry 12 Month Visa fee 9480+Courier Charge Rs. 450+ Our Service Charge Rs.2000+GST

Note = May be Consulate called to passenger for personal Interview.

The visa processing fee will not be refunded in case the issuance of visa rejected by Manila for any reason.