

POSTAL ADDRESS & CONTACT DETAILS:

VISASMART TS LTD
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WIMBLEDON, LONDON
SW19 3UX
PHONE: 02045139940
EMAIL: admin@visasmart.co.uk



SRI LANKA BUSINESS E-VISA APPLICATION PACK

Please supply this form, fully completed (typed or by hand), with all documents in the checklist below. Failure to provide any of the documents will result in a delay to your application. All forms can be emailed to evisas@visasmart.co.uk or posted. If you are sending multiple applications at the same time and the return address is the same for all applicants, you only need to provide one request form per party.

1. CHECKLIST OF DOCUMENTS YOU MUST SEND

QUESTIONNAIRE - attached

PASSPORT ID PAGE COPY - original must have at least 6 months validity with a minimum of 2 blank pages.

2. SERVICE OPTIONS.

SRI LANKA MULTIPLE ENTRY BUSINESS E-VISA (Visa fee £37.00 + Service fee £30.00 VAT inclusive)

3. RETURN OPTIONS.

EMAIL

ROYAL MAIL SPECIAL DELIVERY BY 1PM (£9.50)

DHL EXPRESS (FROM £45.00)

OWN PREPAID, ADDRESSED ENVELOPE - please note that we will not return any passport via 1st class post.

PERSONAL COLLECTION - we will inform you when the passport is available for collection & book an appointment for you.

4. CONTACT DETAILS & RETURN ADDRESS

NAME OF APPLICANT(s)

NAME OF CONTACT - for your security, we will only correspond with the named party on this form regarding the application

CONTACT PHONE & EMAIL

RETURN ADDRESS

5. DECLARATION

I CONFIRM ACCEPTANCE OF THE TERMS & CONDITIONS AS WELL AS THE PRIVACY POLICY FOR VISASMART TRAVEL SOLUTIONS LTD. I ACKNOWLEDGE THAT NO GUARANTEE CAN BE PROVIDED AND THAT THE DECISION RESTS WITH THE GOVERNING BODY BEING APPLIED.

SIGNATURE

DATE

VISASMART TRAVEL SOLUTIONS LTD
www.visasmart.co.uk

Company registration 12625106

VAT registration 349438564

INFORMATION FOR THE SRI LANKA E-VISA SERVICE

The visa is applied electronically, no stamp or visa label will be placed in your passport. When the approval has been granted, we will email it to you, which you must print & carry with you.

The applicant's passport should have at least six months validity & have 2 blank pages on arrival.

Applications should be made no more than 1 month before but no less than 5 business days before expected entry. The e-visa is usually issued within 3 business days but can take longer. We advise that you do not confirm any flight booking until your visa has been issued.

E-Visa fees, once submitted, are non-refundable as they are for the processing of your application regardless of the visa being granted or rejected.

The ETA is valid for 6 months from the date of issue but is limited to 30 days stay from the date of arrival. The E-visa will be issued with multiple entry.

You can only hold one ETA at a time. If you need to renew your ETA, you must wait for the old one to expire.

When your documents have been received, we will check that they are correct before contacting you (via the email address provided) to confirm receipt and provide your invoice. If you prefer to send your cheque or postal order with your documents, you can, however, we request that no payment is made before we can check that everything is in order. Payments can be made by PayPal, Bank Transfer, cheque or postal order. Please note that we do not begin to process your request until your payment has been made. All fees are per person.

When you receive the email to confirm when your documents have been received, it will contain your unique reference number. For all queries during your process, you must quote this reference number or we will not be able to provide information. This is to protect your security. We will only email with additional instruction or to return the approved E-visa. You must check your documents on receipt & advise immediately if there are any queries.

You will only receive email updates if there are any delays.

For our terms and conditions, please see our website, www.visasmart.co.uk. By using our services, you are agreeing to those terms.

SRI LANKA APPLICATION QUESTIONNAIRE

PLEASE COMPLETE THE FOLLOWING QUESTIONS. INCOMPLETE QUESTIONS WILL RESULT IN REJECTION OF YOUR APPLICATION.

APPLICANT NAME & TITLE;

EMAIL ADDRESS;

PHONE NUMBER;

FULL RESIDENTIAL ADDRESS;

DATE OF ARRIVAL INTO SRI LANKA;

OCCUPATION:

NAME, PHONE & EMAIL OF YOUR COMPANY:

NAME, ADDRESS, PHONE & EMAIL OF THE SRI LANKAN COMPANY BEING VISITED:

ADDRESS IN SRI LANKA;

ARE YOU CURRENTLY IN SRI LANKA WITH A VALID ETA OR EXTENDED VISA?