

POSTAL ADDRESS & CONTACT DETAILS:

VISASMART TS LTD
FALCON HOUSE, 19 DEER PARK ROAD
WIMBLEDON, LONDON
SW19 3UX
PHONE: 02045139940
EMAIL: admin@visasmart.co.uk



ANGOLA WORK 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 must be printed and signed.

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

- TYPED APPLICATION** – Hand written forms are not accepted - The application we supply will allow you to type directly onto the form.
- ORIGINAL PASSPORT** - with a minimum of 6 months validity & 2 blank pages. Non British/EU passport holders must also supply the UK residence card.
- COPY OF LAST ANGOLAN VISA WHERE APPLICABLE** - If your visa is in a different passport, please also supply a copy of the passport ID page that the visa is in.
- 3 x UK PASSPORT PHOTOS**
- LETTER FROM CONTRACTOR** - addressed to the Consulate General of the Republic of Angola in the UK requesting a work visa & stating that they will be responsible for your stay & repatriation. The letter should include; full name, nationality, date & place of birth, passport number, passport expiry date & occupation of the applicant
- TRANSLATED & LEGALISED UK CRIMINAL RECORD CERTIFICATE.**- Issued within last 3 months.
- TRANSLATED & LEGALISED CURRICULUM VITAE**
- TRANSLATED & LEGALISED CERTIFICATE OF EDUCATIONAL OR PROFESSIONAL QUALIFICATIONS**
- TRANSLATED & LEGALISED MEDICAL CERTIFICATE** - Issued within last 3 months.
- COPY OF INTERNATIONAL CERTIFICATION OF VACCINATION (YELLOW FEVER BOOK)**
- LEGALISED STATEMENT OF COMMITMENT TO ABIDE BY THE ANGOLAN LAWS**
- WORK CONTRACT MADE BY THE CONTRACTING COMPANY IN ANGOLA & VERIFIED BY A NOTARY.**
- ENDORSEMENT** - Public sector; issued by the Ministry of Public Administration, Employment and Social Security (Ministério!Da Administração Pública, Trabalho e Segurança Social) **OR** Private sector; issued by the Body Trusteeship - (Órgão De Tutela) ruling the activity.
- COMPANIES AND PRIVATE INSTITUTIONS** - A copy of a) business license (Alvará); b) Diário Da República containing the!publication of the constitution of the contracting company (up-to-date and readable) c) Documento De Arrecadação De Receitas!(D.A.R.) (up-to-date and readable)

2. SERVICE OPTIONS.

1 YEAR MULTIPLE ENTRY ANGOLA WORK VISA (£350.00 + service fee £100.00 VAT inclusive)

3. RETURN OPTIONS.

- 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

INFORMATION FOR THE ANGOLA VISA SERVICE

The validity of this visa is usually 12 months with multiple entries.

Processing time in the embassy is 1-2 months.

The visa must be used within 60 days of being issued.

This embassy will only process applications for UK nationals or residents.

Many of the documents listed must be translated, notarised, attested and legalised before the visa process. We can offer this service for you - please select Angola Legalisation from our service menu.

Please note that we can only legalise documents that have been issued in the UK. Should your documents have been issued abroad, you can either source your own legalisation services in that country or contact us as we may still be able to assist.

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 confirm the return details for your passport which will contain your visa inside. You must check your visa 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 all terms.

Return methods carry their own terms and conditions. It is your own responsibility to view them on the respective service sites before making your selection.



**República de Angola
Republic of Angola**

**Missão Diplomática ou Consular em
Diplomatic or Consular mission in LONDON/LONDRES**

**PEDIDO DE VISTO
VISA APPLICATION**

Diplomático **Ordinário** **Curta Duração** **Turismo** **Transito**
Diplomatic **Ordinary** **Short Term visa** **Tourism** **Transit**
Trabalho **Permanência Temporária** **Fixação de Residência** **Privilegiado**
Work Visa **Temporary Stay** **Establishing Residence** **Privileged**

**GLUE
PHOTO
HERE**

**TODOS OS CAMPOS DEVEM SER PREENCHIDOS PARA PROCESSAMENTO DO PEDIDO
ALL FIELDS MUST BE COMPLETED IN ORDER TO PROCESS THE APPLICATION**

Nome completo: Full Name: _____	
Data de nascimento: Date of birth: _____	Naturalidade: Place of birth: _____
Nacionalidade actual Current nationality: _____	Estado civil Marital status: _____
Passaporte No.: Passport No.: _____	Emitido em: Issued in: _____
Emitido aos: Issued on: _____	Válido até: Expiry on: _____
Entidade Empregadora ou Escolar: Employer or School: _____	Cargo que ocupa: Position held: _____
Local de trabalho: Place of work: _____	
Residência actual: Current address: _____	
Telephone No: _____	E-mail: _____
Motivo da viagem: Reason for journey: _____	
Nome e endereço da pessoa ou organismo em Angola que se responsabilizará pela sua estadia: Name and address of person or institution in Angola to be responsible for your stay: _____	
Endereço da sua estadia em Angola: Address of your stay in Angola: _____	
Nome do pai: Father's name: _____	Nacionalidade do pai: Father's nationality: _____
Nome da mãe: Mother's name: _____	Nacionalidade da mãe: Mother's nationalit _____

**NO CASO DE MENORES - PREENCHER OS CAMPOS SEGUINTE COM DETALHES DOS ACOMPANHANTES ADULTOS
IN CASE OF CHILDREN PLEASE FILL THE NEXT FIELDS WITH DETAILS OF THE ACCOMPANYING ADULTS**

	Name	Surname	Relationship	Age
1				
2				
3				
4				

**MOTIVO DA SUA VISITA A REPUBLICA DE ANGOLA
REASON OF YOUR VISIT TO THE REPUBLIC OF ANGOLA**

**A SER COMPLETADO SOMENTE PARA OS SOLICITANTES DE VISTO DE TRANSITO
TO BE COMPLETED ONLY BY APPLICANTS FOR A TRANSIT VISA**

País de destino:
Country of destination: _____

Possui visto ou permissão de permanência ou residência temporária para o país de destino? Sim: Não:
Do you have a permanent or temporary residence permit for the country of destination? Yes: No:

Número: _____ Válido de: _____
Number: _____ Valid from: _____ to _____

**A SER COMPLETADO SOMENTE PARA OS SOLICITANTES DE VISTO DE TRABALHO
TO BE COMPLETED ONLY BY APPLICANTS OF WORK VISA**

Organismo a contactar:
Institution or company to be contacted: _____

Endereço completo do Organismo ou Companhia:
Full address of Institution or Company: _____

Função a exercer:
Position to be held: _____

Data do início do contrato: _____ Data do fim do contrato: _____
Date of start of contract : _____ Date of end of contract: _____

**A SER COMPLETADO SOMENTE PARA OS SOLICITANTES DO VISTO PARA FIXAÇÃO DE RESIDÊNCIA
TO BE COMPLETED ONLY BY APPLICANTS OF RESIDENCE VISA**

Razões porque quer residir em Angola:
Reason for wanting to live in Angola: _____

Qual é o estatuto de residência pretendido Temporário Permanente
Which residence status you pretend: Temporary Permanent

Pretende residir com o seu agregado familiar? Sim Não
Do you plan to live with your family? Yes No

Esposa Esposo Filhos Outros
Wife Husband Children Others

Meios de subsistência:
Means of subsistence: _____

Endereço em Angola:
Address in Angola: _____

**INFORMAÇÕES COMPLEMENTARES:
SUPPLEMENTARY INFORMATION:**

Viagens realizadas a Angola: Sim Não Data da última visita a Angola: _____
Previous trips to Angola: Yes No Date of last visit to Angola: _____

Já obteve cartão de residente: Sim Não
Do you have a resident's card: Yes No

Já obteve visto de trabalho: Sim Não
Do you have a work visa: Yes No

Já lhe foi recusada a entrada para o país: Sim Não
Have you been refused entry to the country: Yes No

Data da Assinatura
Date of signature

* Assinatura do requerente
Signature of the applicant

* - No caso de menores o formulário deve ser assinado por um dos progenitores ou pelo detentor da tutela.
In the case of minors the application form must be signed by a parent or by the holder of the guardianship.

**PARA USO EXCLUSIVAMENTE OFICIAL
FOR OFFICIAL USE ONLY**

Nome ou organismo solicitante: _____
Referência: _____ Data: ____/____/____

A PREENCHER PELO MDC

PARECER DOS SERVIÇOS CONSULARES:

O Responsável

Data: ____/____/____

Assinatura legível

A PREENCHER PELO SME

PARECER DO REGISTO DE CADASTRO / DDRA

O Responsável

Data: ____/____/____

Assinatura legível

STATEMENT OF COMMITMENT TO ABIDE BY THE
ANGOLAN LAWS

PLEASE COMPLETE IN BLOCK CAPITALS

I, the undersigned

Date of birth / / Nationality

Holder of Passport No Issued by

Valid until expiry date..... / /,

Hereby declare that I will abide by the Angolan Laws while staying in the Republic of
Angola.

This statement is due to be presented to *Serviços de Migração e Estrangeiros* in order to
obtain a visa.

London, / / 20

Signature

.....
PLEASE SIGN FULL NAME