

TRAVCOUR (UK) LTD ORDER FORM

Wimbledon Business centre, The Old Town Hall, 4 Queens Road, Wimbledon, SW19 8YB
 Tel: 020 85431846 (9.00am to 7.00pm)
 e-mail: info@travcour.com Website: www.travcour.com
 Open Hours: (Mon – Sat) 9.00am to 7.00pm



SERVICES FOR TANZANIA TOURIST VISAS - (PLEASE COMPLETE ALL SECTIONS IN BLOCK CAPITALS)

Please insert dates of travel & tick the service you are applying for.

✓	Visas for your tour	Dates of entry/exit	Embassy Visa fee	Travcour service charge	Total to send excluding return postage
	Tanzania single entry		50.00	30.00	80.00
	Tanzania Multiple entry visa		100.00	40.00	140.00
	Tanzania Transit visa		30.00	30.00	60.00
	Tanzania Business visa		250.00	40.00	290.00

Please select the type of return you need us to use for your documents. Return fees are only payable per return address (maximum of 4 passports). Carriers own terms & conditions apply. We do not accept responsibility for the delivery of documents by any third party and by selecting this option, you agree to the carriers terms and accept full responsibility for your selection.

✓	Return type	Charge	Terms
	Royal Mail Special Delivery	9.00	Only applicable for UK residents. For terms & conditions please visit www.royalmail.com
	DHL International Ltd	40.00	For terms & conditions please visit www.dhl.co.uk
	Travcour courier	POA	Subject to local area & availability. Please email info@travcour.com
	Personal collection	N/A	Please await our call to advise your documents are ready
	Own prepaid envelope	N/A	For security, please only send prepaid secure mail & note your tracking number

You must enclose full payment for us to process your order. For bank transfers, your order will be processed once the funds have cleared in our account only. As fees are paid on submission of your documents, we will not provide credit for your process to begin. Please include the fees for your service as listed above, the Travcour service charge & your selected return fee.

Cheque or postal order (Payable to Travcour (UK) Ltd)

Debit Card (please complete the following section) We do not accept American Express or Diners or credit cards.

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Expiry:/.....	3 digit SCN	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Bank transfer; You must include the full name of the applicant as your reference. If you are sending more than one application, please select one of the applicant's names for the reference. Visa fees and Travcour service charges are per person but return fees are payable per return address.

Barclays Bank PLC, Account name Travcour UK Ltd
 Account number; 60960055
 Sort Code: 20-21-80

Please confirm the address you would like your documents to be returned to and the contact information for any further instruction or tracking purposes. Our contact with you will be in writing via email where possible. Please check your junk/spam mail in case of your email filter rejects our mail. Any change to your details during process must be made in writing by email. We will only correspond with the passport holder or the person designated on this form.

Title: Mr./Mrs./Miss: First NamesSurname.....

Address

.....Postcode

Telephone NumberEmail

If you require your documents by a certain time, please indicate the latest date you would like them returned to you:/...../.....

We will always do our best to try and return by your chosen date however, it cannot be guaranteed. Travel arrangements must not be made until you have secured and received your valid visa for entry. By placing this order, you agree to any delays incurred by any governing office or third party carrier.

Signature Date/...../.....

DISCLAIMER: Whilst every effort is made to issue your requirements the embassy/consulate reserve the right to refuse or delay your application & therefore no guarantees can be provided. Governing regulations apply at all times. By placing an order with Travcour (UK) Ltd you confirm that you agree to our Terms and Conditions as detailed at www.travcour.com. Travcour (UK) Ltd will not & cannot be held liable nor responsible for the actions, losses or delays of any nature incurred by embassies, passport office, government offices, third party courier carrier, subcontracted couriers or Royal Mail. Our service is for the sole action of applying for your visa and does not include any booked travel before or after the service is completed.

DOCUMENT CHECKLIST

Your documents must be sent using a secure, trackable method and in secure packaging or by email. Documents may also be hand delivered to our reception during open hours only. As we deal with sensitive information and documents, entry into our main office, completing your documents on site or using our computers or equipment is not allowed. For this reason, you must bring your documents completed for the handover on delivery. If you require advice on hand delivery, please call or email us to book an appointment to see a specialist before you arrive and ensure all documents are completed to the best of your ability beforehand. We will not provide assistance with documents in our reception without a prior appointment. Appointments are daily between 11am and 3pm. Please email info@travcour.com with your preferred time.

THE FOLLOWING SERVICES ARE AVAILABLE;

Standard service – 5-10 working days

Express service – N/A

Remember to allow time for your process – the embassy may request more information, have closures or delays & reserves the right to hold your documents once submitted for any length of time.

In order to apply for your visa, please ensure that you enclose the following documents in your delivery to us. Failure to do so will result in a delay in your application. (Please note that embassies reserve the right to request additional documents) You only need one order form if you are sending more than one passport.

TANZANIA VISAS

ORDINARY VISA (SINGLE ENTRY VISA)

This Visa is issued for a single entry to a visitor for a period not exceeding three months for the purpose of holidays, tourism, visiting, leisure, short time health treatment or any other activity legally recognized by the Law of the United Republic of Tanzania.

MULTIPLE ENTRY VISA

This Visa is issued to persons whose nature of their businesses or circumstances require them to make frequent visits to the United Republic of Tanzania. The maximum validity of this Visa is twelve months. However, the holder of the Multiple Visa cannot stay in the country for 12 consecutive months. They are required to leave the country at least after every three months.

TRANSIT VISA

This visa may be issued to a person for the purpose of transiting to another destination outside the United Republic of Tanzania for a period not exceeding seven days. The applicant of this visa is required to hold a visa of the destination country.

BUSINESS VISA

Business visa will be issued once to foreigners so as to allow them to enter in the United Republic of Tanzania for the following purposes such as to:

1. To conduct special assignments such as fixing/repairing machines or to run short term training, etc.
2. To conduct professional roles such as auditing accounts etc.
3. To conduct lawful business according to the laws of the country.

All applicants must provide the following documents for us to process your order:

Application & order form, duly filled in with copy of flight itinerary

Copy of the applicant's valid passport

Recent passport size photo

Other requirements will be determined by the type of visa being applied as follows:

MULTIPLE VISA

Security Bond duly filled

Valid passport copy of the invitee

Documents of the Company like TIN, VAT, Registration Certificate, Certificate of Incorporation, Memorandum etc

Any other evidence to prove that the applicant is bound to travel frequently into the United Republic of Tanzania.

TRANSIT VISA

An entry visa or onward ticket to the intended country of destination;

BUSINESS VISA

A work contract or any proof of the work/assignment to be performed within a period not exceeding three months

Travcour UK Ltd does not share data with any third party other than the governing office you are applying to. Copies of your application will not be stored by us and any card or bank information is destroyed once your order is completed.

VISA QUESTIONNAIRE ON FOR TANZANIA ELECTRONIC VISA

You must complete all sections in full for us to complete the online process for you. Incomplete applications will not be processed.

YOUR FIRST NAME

FORMER OR MAIDEN NAME

SURNAME

GENDER MALE FEMALE

MARITAL STATUS SINGLE MARRIED SPOUSE NAME:

DATE OF BIRTH

COUNTRY OF BIRTH

CITY OF BIRTH

NATIONALITY AT BIRTH

PRESENT NATIONALITY

HOME OR MOBILE TELEPHONE NUMBER

PRESENT ADDRESS

EMPLOYMENT STATUS EMPLOYED UNEMPLOYED RETIRED

IF EMPLOYED, EMPLOYER DETAIL

FATHERS NAME

FATHERS NATIONALITY

MOTHERS NAME

MOTHERS NATIONALITY

IS THIS YOUR 1ST VISIT TO TANZANIA YES NO

IF NO, DATE OF LAST VISIT

VISA NUMBER

DESTINATION IN TANZANIA YOU ARE TRAVELLING TO

PORT TYPE OF ARRIVAL AIR LAND

PORT OF ENTRY

PORT OF DEPARTURE

DATE OF ARRIVAL

DURATION OF STAY IN DAYS

HOSTING HOTEL IN TANZANIA

HOST TELEPHONE NUMBER

HOST EMAIL

HOST REGISTRATION NUMBER

FULL HOST ADDRESS