

Zambia Visa Instructions for Adventure Center Clients

G3 Visas & Passports
3300 North Fairfax Dr., Ste 220
Arlington, VA 22201
Tel: (888) 883-8472, (703) 276-8472
Fax: (703) 524-3374
Email: info@g3visas.com

Please send the following to G3 Visas & Passports:

1. **Please submit your valid/signed passport** (The passport must have at least one blank visa page for the visa and must be valid for 6 months from the end of your trip). Please contact us for information on renewing your passport, if needed.
2. Two visa application forms completed and signed.
3. Two 2" x 2" passport size photographs on a light colored background. **PLEASE MAKE SURE TO SIGN THE BACK OF EACH PHOTOGRAPH.**
4. Proof of departure; i.e. computer generated flight itinerary from Adventure Center.
5. Non US citizens submit valid I-94 or a copy of your Alien Registration Card *aka Green Card*.

Please send this sheet with all fields completed; only one sheet is required per family.

Contact and Shipping Information:

(Street Address Only, NO P.O. BOXES)

Name _____

Address _____

City _____

State _____

Zip Code _____

Tel # _____

Fax # _____

Date of Birth _____

Passport # _____

Date Departing US _____/_____/_____

Date Passport Needed _____/_____/_____

Email Address : _____

(We will email you the tracking number when your visas are complete)

Shipping Fees:

All return shipping fees are included. Your passport will be returned via Federal Express. Federal Express cannot deliver to P.O. Boxes, please remember to provide a street address.

Fees:

*Payment includes Embassy fee, service fee, and return shipping via Federal Express. **Visas will take three weeks to process.***

Single entry with 3 year validity \$115.00

Double entry with 3 year validity \$145.00

Multiple entry* with 3 year validity \$165.00

Number of Travelers x \$ _____: \$ _____

- Please submit an **expedite fee of \$40.00 per traveler** if you require your passport returned **in less than three weeks**.
- **Multiple entry visas** require prior approval from Lusaka, Zambia. See page 3 for approval information.
- Consular fees subject to change without notice.

Payment Information:

All fees are payable to G3 Visas by:

- American Express
- Visa/Master Card
- Check/Money Order

Requirements and fees are subject to change without prior notice.

I authorize G3 Visas to charge the amount of \$ _____ plus a 5% processing fee to my credit card

Expiration date ___/___/___ Security Code _____

Signature of cardholder _____

11/09



EMBASSY OF THE REPUBLIC OF ZAMBIA

Contact G3 Visas & Passports at 888.883.8472 or www.g3visas.com for instructions and costs

VISA APPLICATION FORM

1. Surname:		2. First Name:		Middle Name:			
3. Date of Birth:		Place of Birth:		4. Nationality:			
5. Profession:		Business Telephone No. ()		6. Nationality of Parents at time of Birth:			
7. Passport No. Date of Issue:		8. Place of Issue: Date of Expiration:					
9. If accompanied by your spouse or children, give the following particulars: (NOTE every applicant fills out an individual form)							
Full Name (s)		Date & Place of Birth		Relationship			
10. Present Address:							
Telephone No. ()		Email:					
11. Permanent Address:							
Telephone No. ()		Email:					
12. (a) Type of Visa Requested: Tourist () Business () Church Business () Visitor () Diplomatic () Official () Student () Transit () Volunteer () Courtesy ()							
(b) Entry requested: Single () Double () Multiple ()							
(c) Date of entry into Zambia: _____							
(d) Length of Stay in Zambia: _____							
13. Final Destination of Journey in Zambia:			Address in Zambia:				
14. Expected Departure Date from Zambia:			Next Destination from Zambia:				
15. Duration and Particulars of any previous residence or visits in Zambia:							
16. If traveling on business, please list names and addresses of persons to be visited in Zambia:							
17. If visiting relatives or friends, please list names and addresses of persons to be visited in Zambia:							
18. Signature of Applicant:				Date:			
For official use only:							
Date	Tag #	Visa fee	Rush Fee	Payment	Visa #	Receipt #	Notations

Visa Approval Procedure for Zambia

Who needs visa approval?

You will need to get visa approval in advance of applying for your visa if you are applying for a **multiple entry visa**, or if you hold a passport from one of the nations listed below.

All West African countries	Libya
Afghanistan	Mauritania
Bangladesh	Morocco
China (including Hong Kong)	Oman
Egypt	Pakistan
India	Papua New Guinea
Indonesia	Saudi Arabia
Iran	Somalia
Iraq	Sri Lanka
Jordan	Sudan
Kazakhstan	Syria
Korea	Tunisia
Kuwait	Turkey
Lebanon	United Arab Emirates

Requirements for visa approval

The following documents must be sent to the Chief Immigration Officer in Lusaka, Zambia at least **one month before your date of travel**. Please allow at least **two weeks** for approval to be issued before submitting your application to G3 Visas for processing.

- Copy (or scanned image) of the information/photo page(s) of your passport
- Copy of your completed application form
- Cover letter stating your reasons for travel to Zambia
- An invitation letter from your host or contact in Zambia
- Travel itinerary

These documents may be sent by mail, fax, or email.

Mailing address: Chief Immigration Officer, P.O. Box 50300, Lusaka, Zambia

Fax Numbers: 260-1-251-725, 260-1-252-008, or 260-10254-393

Email: immighq@zamnet.zm

Visa approvals are sent directly from Lusaka to the Zambian Embassy in Washington, DC.