

**AMERICAN VISA OF DC**  
**1801 Columbia Rd., NW #200, Washington, DC 20009**  
**Tel: 202-462-5908 Fax: 202-387-5430**  
**Email: [info@americanvisadc.com](mailto:info@americanvisadc.com) [www.americanvisadc.com](http://www.americanvisadc.com)**

**THIS IS NOT AN APPLICATION; IT IS ONLY A COVERING LETTER FOR AMERICAN VISA OF DC**

## BANGLADESH

**Visa Requirements:**

- Original signed passport (and one copy) valid for six months with at least one blank visa page.
- One **ONLINE** visa application forms completed and signed.
- Two color passport sized photo 2" X 2" ONLY on white or very light background.
- Letter of financial responsibility from the company in the USA (For business visa).
- Invitation from inviting organization in Bangladesh (For business visa).
- Copy of flight itinerary (For tourist and business visa).
- Copy of the Green Card (For Non-U.S. Citizens).

**Validity of Visas:** Tourist visas are valid from 6 months to five years as determine by the visa officer. The validity for Business visas will be determined solely by the visa officer after the application has been submitted.

**Jurisdiction:** Residents of all states can be processed in Washington DC.

Contact Person's Name: \_\_\_\_\_ Phone and email: \_\_\_\_\_

**SHIPPING INSTRUCTIONS:** *Return completed process to:*

Company Name (If applicable): \_\_\_\_\_ Contact Name \_\_\_\_\_  
Address \_\_\_\_\_ Apt#/Mail Code \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

**TRAVELER(S) INFORMATION:**

**Departure Date from U.S.A.:** \_\_\_\_\_ **Need by this date:** \_\_\_\_\_ \*Rush fees **will be** applied to meet this date **if necessary**

1) Last Name: \_\_\_\_\_ First Name \_\_\_\_\_  
Passport #: \_\_\_\_\_ Passport Expires: \_\_\_\_\_ Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_

2) Last Name: \_\_\_\_\_ First Name \_\_\_\_\_  
Passport #: \_\_\_\_\_ Passport Expires: \_\_\_\_\_ Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Processing Fees: (please check one)**

Processing Time:	American Visa of DC Fee:	Bangladesh Embassy Fee	Money Order Fee	Fed Ex Shipping Fee	TOTAL
14 - 21 Business Days:	\$95	\$160	\$25	\$45	\$325
10 - 13 Business Days:	\$150	\$160	\$25	\$45	\$380

- Please add \$15 service fee for all Non-U.S. citizens, and the Embassy Fee will vary.

**PAYMENT:** (check one)

I authorize American Visa of DC to charge my credit card for payment of passport/visa services.

Card holders' name \_\_\_\_\_ Number \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Signature \_\_\_\_\_ Today's Date: \_\_\_\_\_

Check or Money Order made out to "American Visa of DC" for \$ \_\_\_\_\_ enclosed.

My company has a prearranged billing agreement.

American Visa of DC Inc. assumes no responsibility for the loss, damage or delay of passports or visas caused by an Embassy, Consulate, government office, postal or courier service, delivery service or travel agency. All service fees and Embassy Fees are NON-REFUNDABLE and not dependant on the visa being issued or declined. Requirements and fees relating to this request are subject to change without notice.