

**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**

**NEPAL**

**Visa Requirements:**

- Signed Passport valid for six months with at least one blank visa page.
- One **ONLINE** visa application form completed and signed.
- One color passport sized photo 2" x 2" ONLY on white or very light background.
- Copy of flight itinerary from the travel agent or a copy of tickets (For tourist visa).
- A letter of financial responsibility from the company in the U.S.A. that includes the name and address of the contact in Jordan (For business visa).
- Copy of the Green Card (For Non-U.S. Citizens).

**Validity of Visas:** Visas are issued for multiple entries and are valid as indicated in the table below

**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)**

<b>Processing Time:</b>	<b>American Visa of DC Fee:</b>	<b>Embassy Fee</b>	<b>Bank Transfer Fee</b>	<b>Fed Ex Shipping Fee</b>	<b>TOTAL</b>
<b>8 - 14 Business Days (15 day stay):</b>	<b>\$95</b>	<b>\$30</b>	<b>\$25</b>	<b>\$45</b>	<b>\$195</b>
<b>3 - 5 Business Days (15 day stay):</b>	<b>\$150</b>	<b>\$30</b>	<b>\$25</b>	<b>\$45</b>	<b>\$250</b>
<b>8 - 14 Business Days (30 day stay):</b>	<b>\$95</b>	<b>\$50</b>	<b>\$25</b>	<b>\$45</b>	<b>\$215</b>
<b>3 - 5 Business Days (30 day stay):</b>	<b>\$150</b>	<b>\$50</b>	<b>\$25</b>	<b>\$45</b>	<b>\$270</b>
<b>8 - 14 Business Days (90 day stay):</b>	<b>\$95</b>	<b>\$125</b>	<b>\$25</b>	<b>\$45</b>	<b>\$290</b>
<b>3 - 5 Business Days (90 day stay):</b>	<b>\$150</b>	<b>\$125</b>	<b>\$25</b>	<b>\$45</b>	<b>\$345</b>

**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: \_\_\_\_\_

CVV: \_\_\_\_\_ 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.