1. Visa application form fields and required fields.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **ZIMBABWE VISA APPLICATION FORM** | | | | | | | |
| A non-refundable application fee is payable, and a passport size photograph should accompany this application. |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Title: | Mr./Mrs./Miss |  |  |  |  |  |  |
| Sex: |  |  |  |  |  |  |  |
| Surname: |  |  |  |  |  |  |  |
| Middle Name: |  |  |  |  |  |  |  |
| Last Name: |  |  |  |  |  |  |  |
| Date of birth: |  |  |  |  |  |  |  |
| Place of birth: |  |  |  |  |  |  |  |
| Present Nationality (as per passport): |  |  |  |  |  |  |  |
| Previous Nationality (if any): |  |  |  |  |  |  |  |
| Passport Number: |  |  |  |  |  |  |  |
| Place of issue: |  |  |  |  |  |  |  |
| Date of issue: |  |  |  |  |  |  |  |
| Date of expiry: |  |  |  |  |  |  |  |
| Applicant's present occupation: |  |  |  |  |  |  |  |
| Purpose of visit: |  |  |  |  |  |  |  |
| Residential address: |  |  |  |  |  |  |  |
| Proposed address in Zimbabwe (include name of person or business to be visited): |  |  |  |  |  |  |  |
| Period of visit intended: | From: | To: |  |  |  |  |  |
| Intended place of entry into Zimbabwe: |  |  |  |  |  |  |  |
| Dates of previous entries into Zimbabwe: |  |  |  |  |  |  |  |
| Address to which visa should be sent: |  |  |  |  |  |  |  |
| Any criminal convictions sustained by applicant are to be detailed: |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Note: All visitors to Zimbabwe must be in possession of return tickets and sufficient funds to support themselves. The granting of a visa is not guarantee of entry, and holders are also required to comply with the requirements of the immigration Act (Chapter 4:02], 1996. | |  |  |  |  |  |  |

1. Hotel reservation form fields and required fields.

**Accommodation Reservation Form**

**Guest Details**

|  |  |  |  |
| --- | --- | --- | --- |
| **Title (Mr/Mrs/Ms):** |  | **Guest Name:** |  |
| **Accompanying Person**  **(if there is any)** |  | | |
| **Company Name:** |  | | |
| **Address Details:** |  | | |
| **Telephone Number:** |  | | |
| **Email Address:** |  | | |

**Reservation Details**

|  |
| --- |
| **Room Type:** |
| **RUN OF HOUSE ROOMS (SINGLE)** |
| **RUN OF HOUSE ROOMS (DOUBLE)** |

**Please complete your arrival and departure details below:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Check-In**  **Date** | **Arrival Flights Details** | | | **Check-Out Date** | **Departure Flights Details** | | |
| **Airline** | **Flight Number** | **Arrival Time** | **Airline** | **Flight Number** | **Departure Time** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **Airport Transfers**  **from airport charged at**  **USD 50 per car per way** | Pick up | Drop off |
| **Airport Transfers**  **from Abu Dhabi airport charged at**  **USD 50 per car per way** | Pick up | Drop off |

3. Hotel reservation status (pending, confirm etc.)

Confirmation will be sent by email.

1. Visa application status (pending, confirm etc.)

Visa confirmation will be sent by email.

1. Hotel booking, filtering, searching options.

Please follow agoda.com filtering option filtering/ search options.

1. Customer registration, login, hotel or visa application flow.

Confirmations will be sent to the guest/customer by email.

1. Is user login required before visa for hotel booking?

Login will be needed for payment process only or check online the booking status.

1. How can customer cancel a booking?

**CANCELLATION & ATTRITION POLICY**

**A 100% charge of the room rate will apply to any Cancellations within 48hrs of the check-in date or no-shows.**

1. How can customer track their hotel and Visa application status?

By logging in to his/her account or sending email to @theafricatour.com

1. In admin panel, what fields should be required and optional for adding a hotel?

Hotel Name, Stars, minimum 15 and maximum 24 photos, rooms categories, other facilities i.e gym, swimming pool, business center etc

1. In admin panel, what fields should be required and optional for adding a room category in a hotel?

All what mentioned in Q:10. Plus hotel location.

1. Which customer data admin want to see on dashboard regarding the hotel booking?

Sold-out rooms per hotel, reviews, sale figures per hotel.

1. Which customer data admin want to see on dashboard regarding the hotel booking?

Confirmed bookings, Pending bookings, cancelations

1. How admin should be able to manage and see the available room category?

From the hotel inventory status.