

**EMBASSY OF THE REPUBLIC OF INDONESIA**

38 Grosvenor Square, London W1K 2HW  
 Consular Section Entrance : 38a Adam's Row  
 (Rear of the Embassy's Building)

Tel : 020 - 7499 7661 \* Fax : 020 - 7491 4993



Affix

Photograph

4 X 6

**GENERAL**

Port of Entry into Indonesia : .....

Date of Entry : - - - - - (DD-MM-YYYY)

Length of stay in Indonesia :   Day(s)   Month(s)   Year(s)

Type of Visa : ☐ Transit ☐ Single Visit  
☐ Multiple Visit ☐ Limited Stay

**For Transit Purposes**

(Multiple &amp; Limited visas Require Immigration's Approval/Authorization)

Country of Destination : .....

Port of Departure : .....

Flight / Vessel Name &amp; No. : .....

**For Visit Purposes**

Type of Visit : ☐ Tourism ☐ Convention ☐ Family/Social ☐ Sports  
☐ Study ☐ Arts ☐ Commercial ☐ Others  
 (please Specify)

Country of Destination : .....

Place of Visit : .....

Flight / Vessel Name &amp; No. : .....

**For Limited Stay Purpose**

Purpose of stay : ☐ Work ☐ Join Family ☐ Social ☐ Others  
 (Please Specify)

Address in Indonesia : .....

City : .....

Province : .....

Phone Number : - - - - -

**II. PERSONAL DATA**

First Name : .....

Middle Name : .....

Family / Surname : .....

Sex : ☐ Male ☐ FemaleMarital Status : ☐ Married ☐ Single

Place of Birth : .....

Date of Birth : - - - - - (DD-MM-YYYY)

Nationality : .....

Address in UK / Ireland : .....

City : .....

County / Postcode : .....

Phone Number : \_ \_ \_ - \_ \_ - \_ \_ \_ \_ \_ \_ \_ Mobile #: \_ \_ \_ - \_ \_ - \_ \_ \_ \_ \_

Occupation / Position : ☐ Professional ☐ Government ☐ Sales ☐ Student ☐ Housewife ☐ Other

Name of Company : \_ \_ \_ \_ \_

Address : \_ \_ \_ \_ \_

City : \_ \_ \_ \_ \_

County / Postcode : \_ \_ \_ \_ \_

Phone Number : \_ \_ \_ - \_ \_ - \_ \_ \_ \_ \_ \_ Fax #: \_ \_ \_ - \_ \_ - \_ \_ \_ \_ \_

### III. PASSPORT INFORMATION

Passport / Travel Document Number : \_ \_ \_ \_ \_

Place of Issue : \_ \_ \_ \_ \_

Date of Issue : \_ \_ - \_ \_ - \_ \_ \_ \_ (DD-MM-YYYY)

Date of Expire : \_ \_ - \_ \_ - \_ \_ \_ \_ (DD-MM-YYYY)

Type of Passport : ☐ Personal ☐ Family

Family details for holder of Family Passport :

No.	Relations	Sex*	Date of Birth (DD-MM-YYYY)	NAME
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....

\* F = Female M = Male

### IV. SPONSORSHIP IN INDONESIA

Type of Sponsor : ☐ Individual ☐ Government ☐ International Institution ☐ Company ☐ NGO ☐ Others

Sponsor's Name : \_ \_ \_ \_ \_

Address : \_ \_ \_ \_ \_

City : \_ \_ \_ \_ \_

Province / State : \_ \_ \_ \_ \_

Phone Number : \_ \_ \_ - \_ \_ - \_ \_ \_ \_ \_

### V. MISCELLANEOUS (Please circle the answer)

Have you ever been to Indonesia before? : Yes No

Are you in possession of other countries' Travel Documents?: Yes No

Do you have previous visa to enter Indonesia? : Yes No

Have your visa application been denied before? : Yes No

Have you ever been forced to leave Indonesia? : Yes No

Have you ever been committed a crime or any offence? : Yes No

Return / Through Ticket / Airline Company : \_ \_ \_ \_ \_

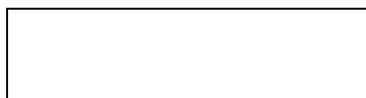
Place of Issue : \_ \_ \_ \_ \_

Date of Issue : \_ \_ - \_ \_ - \_ \_ \_ \_ (DD-MM-YYYY)

Date of Expire : \_ \_ - \_ \_ - \_ \_ \_ \_ (DD-MM-YYYY)

I hereby declare that the statements given above are true and I understand that even if granted a visa, admission at the airport/seaport remains the discretion of the Immigration Authorities in Indonesia.

Applicant's Signature (for minors, signature of custodian/guardian)



Place and Date (DD-MM-YYYY) :

....., \_ \_ - \_ \_ - \_ \_ \_ \_

\* **Passport must be valid at least six months from date of entry !**



**PLEASE NOTE:** If you are paying by BACS and have not received an email notification for payment within 3 days of sending your passport then please call us on 0207 936 9618 or email us at [info@visa24.co.uk](mailto:info@visa24.co.uk) Submission of this application constitutes agreement with the terms & conditions as found on our website at <http://www.visa24.co.uk/terms-and-conditions>. Kindly ensure all the fields of the visa applications form are completely filled before submitting.

**IMPORTANT:** If you chose to have your passport returned by post, it will be returned to the address you specify below. As delivery will require a signature, please specify your work address if you are not home during the day. This address will be used also for your invoice.

Name/ Company

[illegible]

Street Address

[illegible]

Postal Code and City

Telephone

[illegible][illegible]

Email Address

[illegible]

Visa Type	Processing Time	Fee	Quantity	Total
Tourist Visa Single Entry up to 3 Months	3 working days	£89.00		
Business Visa Single Entry up to 3 Months	3 working days	£99.00		
Business Visa Multi Entry up to 1 Year	3 Working days	£160.00		
Passport Photos (Set of 8 photos, can also email us a clear photo and we will process it)		£ 5.00		
Passport Protection Program		£ 5.00		
<b>Total</b>				

Surname, First name	Passport number	Travel date	Date passport must be returned

☐ Royal Mail Special Delivery™ Next Day for £10.00 extra

☐ Royal Mail Special Deliver Next Day with Consequential Loss – Add £16.00 with Consequential Loss, lost, damaged or delayed packages are Insured up to £2,500 by Royal Mail

☐ Royal Mail Special Delivery Guaranteed™ Next Day with 9am Delivery £20.00 extra

☐ I provided my own Prepaid return envelope

☐ I will have somebody pick it up from your office. Please specify: \_\_\_\_\_

☐ I will organize my own courier to pick it up. Please specify if known: \_\_\_\_\_

☐ **BACS** – you will receive an email with our bank details to make the bank transfer.

☐ **Cash**, £ \_\_\_\_\_ enclosed.

☐ **Cheque/Postal order**, please make this payable to **VISA24**.

## **C h e c k l i s t**

- ☐ **Passport** with at least one blank page and which must be valid for at least six months beyond the entry date.
- ☐ **One passport sized colour photograph.** This must be taken on a white background and be taken within the last six months.
- ☐ **Completed Visa Application Form**
- ☐ **Original Letter from the employer.** This must be less than one month old, include the applicant's position, state the dates of the journey and the return date to work, state the applicant's start date at the company on company letterhead and be signed by a manager or department head.
- ☐ **Evidence of funds is required.** The applicant must provide a copy of a recent bank statement showing a minimum credit of £1,000. (not in overdraft)
- ☐ **Travel itinerary** proof of flight bookings including details of onward or return journey
- ☐ **Hotel Reservation** or **proof of** accommodation in Indonesia.

### **For Business visas only**

- ☐ **Original Letter from UK employer** (The letter from your UK employer must be an original, signed document on company letterhead. It should note the purpose and duration of your visit, include details of the organisation to be visited, and observe moral and financial responsibility for the trip.)
- ☐ **Invitation letter from company in Indonesia.** a copy is acceptable, must be on company letterhead, signed by a company officer with contact details included. It should introduce the applicant, detail the purpose and duration of the trip, and note the source of financial responsibility while in Indonesia
- ☐ **For multi-entry applications only,** a copy of the approval from the Indonesian Immigration department must be supplied. This should be arranged through the inviting or host organisation in Indonesia.
- ☐ **If attending a conference or seminar,** please also provide a letter of invitation from the organiser(s), setting out details, including nature, duration and programme of the event.
- ☐ Payment enclosed or paying via BACS? Please provide an email address if paying by BACS to receive your invoice.
- ☐ Post by special delivery to **Indonesia Visa24, 4 Lombard Street, London EC3V 9HD**  
If you require your visa urgently, use the 9am service.

**Additional Information** – If there is any additional information you think we may need, please use the space below: