

# Ghana High Commission

104 Highgate Hill, London N6 5HE

Telephone: 08453 133 399

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Affix  
Photographs  
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## APPLICATION FOR GHANA ENTRY PERMIT/VISA

### INSTRUCTIONS

- This application must be completed in capital letters and submitted together with your passport and Two (2) recent passport sized photographs. It takes 10 - 15 working days to process standard applications. Full names and addresses of references/ accommodation in Ghana should be stated (including telephone numbers). Any information stated on the form and subsequently found to be incorrect may render Entry Permit/ Visa void.

1. (a) Surname		First Names		Previous Name (If Applicable)	
(b) Date of Birth		(c) Place of Birth		(d) Nationality	
(e) Nationality at Birth (if any)					
(f) Passport No:					
Place of Issue :		Date of Issue :		Date of Expiry :	
2. Profession / Occupation / Status					
3. (a) Business Address			(b) Residential Address		
Telephone			Telephone		
4. Proposed date of departure for Ghana			5. (a) Travelling by: (please tick appropriate box)		
			<input type="checkbox"/> Air <input type="checkbox"/> Sea <input type="checkbox"/> Land		
(b) Is applicant in possession of return ticket?		(c) Financial means at applicant's disposal		Ticket No:	
<input type="radio"/> Yes <input type="radio"/> No		(Please indicate amount)			
6. Purpose of Journey	Business	Diplomatic	Education	Employment	
(Please tick appropriate box(es))	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Joining Parents	Official	Tourism / Holiday / Visit	Transit	Voluntary Work	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. Name and Address of two references in Ghana			Address 2		
Address 1					
8. If for employment, Name and Address of Employer in Ghana			9. Duration of Stay in Ghana		Multiple Visa   Single Visa
					<input type="checkbox"/> <input type="checkbox"/>
10. Date of last visit to Ghana		11. Applicant's Signature		Date of Application	
12. *Accompanied by (please complete if sharing passport & travelling together. People travelling on the same passport are charged separately)			For Official Use		
(a) Name		Date of Birth		Visa No:	
				Type of Visa	
				Date of Issue	
(b) Name		Date of Birth		Charges Endorsed for	
(c) Name		Date of Birth		Signature of Issuing Officer	



**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 free call us on 0207 9369 618 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 beforesubmitting.

**ALL APPLICANTS MUST FILL IN THIS FORM CLEARLY IN BLOCK CAPITALS.**

[illegible][illegible][illegible][illegible]

	Visa Type	Processing Time	Fee	Quantity	Total
Tourist Visa	Single Entry, 3 Month	Next Day	£230.00		
	Single Entry, 3 Month	72 Hours	£194.00		
	Single Entry, 3 Month	2 Weeks	£150.00		
	Multi Entry, 6 Month	Next Day	£270.00		
	Multi Entry, 6 Month	72 Hours	£234.00		
	Multi Entry, 6 Month	2 Weeks	£194.00		
	Multi Entry, 1 Year	Next Day	£310.00		
	Multi Entry, 1 Year	72 Hours	£280.00		
	Multi Entry, 1 Year	2 Weeks	£240.00		
Business Visa	Single Entry, 3 Month	Next Day	£280.00		
	Single Entry, 3 Month	72 Hours	£250.00		
	Single Entry, 3 Month	2 Weeks	£210.00		
	Multi Entry, 6 Month	Next Day	£340.00		
	Multi Entry, 6 Month	72 Hours	£310.00		
	Multi Entry, 6 Month	2 Weeks	£275.00		
	Multi Entry, 1 Year	Next Day	£398.00		
	Multi Entry, 1 Year	72 Hours	£345.00		
	Multi Entry, 1 Year	2 Weeks	£310.00		
	Multi Entry, 2 Years	Next Day	£445.00		
	Multi Entry, 2 Years	72 Hours	£410.00		
	Multi Entry, 2 Years	2 Weeks	£375.00		
	Passport Protection Program		£ 5.00		
	Passport Photos (Set of 8 photos, can email us a clear photo to process)		£ 5.00		
				<b>Total</b>	

Surname, First name	Passport number	Travel date	Date passport <u>must</u> 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**.



**Mail documents to:** Ghana Visa24  
4 Lombard Street  
London, EC3V 9HD  
Tel: 0207 9369 618

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

- Passport valid for 6 months beyond intended stay with two blank pages facing each other.
- Visa application form, with 1 photocopy.
- Two passport size photos taken on a white background.
- Yellow fever certificate.
- EITHER copy of hotel booking or names and addresses of references in the country.

### **For Business visas only**

- Passport valid for 6 months beyond intended stay with two blank pages facing each other.
  - Visa application, with 1 photocopy.
  - Two identical passport size photos taken on a white background.
  - Original UK company letter confirming purpose of the visit and employees position in the company. The letter must state whether the request is for a business 6 month multiple entry, business one year multiple entry or a single entry visa.
  - Letter of invitation from the company in Ghana (copy acceptable) stating the name of the applicant and purpose of journey. Letter must be on company letter headed paper and be signed by a person in authority.
  - Yellow fever certificate.
  - Payment enclosed or if paying via BACS? Please provide an email address if paying by BACS to receive your invoice.
  - Post by special delivery to Ghana 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: