

The form has been uploaded here with some dummy information for your kind information:

Application for Visa Recommendation

1. Basic Instructions

2. Expatriate Info

3. Travel Info

4. Attachments

5. Declaration

6. Payment & Submit

Please specify your visa type: *

N.B. - Once you save or submit the application, the visa type cannot be changed anymore.

A3 Type Visa

E Type Visa

E1 Type Visa

PI Type Visa

Visa On Arrival

You have selected A3 Type Visa. Please read the following instructions:

☐ I have read the above information and the relevant guidance notes.

Basic Company Information

Company Information:

Department

Registration and Incentives – I (Industry - Foreign)

Name of Organization

Confidential

Name of Organization (Bangla)

Desired Service from BIDA

Local Industry Registration

Ownership status

Company

Type of the organization

Government organization

Major activities in brief

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Atque consectetur cumque deleniti deserunt dolorem, duis fuga illo in labore laudantium natus omnis perspiciatis praesentium quae quibusdam

Information of Principal Promoter/ Chairman/ Managing Director/ State CEO:

Country

Bangladesh

NID No.

1234567891234

Full Name

Jhon Doe

Police Station/ Town

Gulshan

House, Flat/ Apartment, Road

169 Work street

Mobile No.

+880 +8801234564756

Email

jhon@mail.com

Fax No.

8520

Gender

Not defined

Date of Birth

27-Nov-2000

Designation

Developer

District/ City/ State

Dhaka

Post/ Zip Code

1200

Telephone No.

+880 +880182454545

Father's Name

Mother's Name

Spouse name

Office Address:

Division

Dhaka

Police Station

Adabor

Post Code

8520

Telephone No.

+880 1521-252625

Fax No.

4512369

District

Dhaka

Post Office

Post Office

House, Flat/ Apartment, Road

169 Work street

Mobile No.

+880 1913-738451

Email

jhon@mail.com

Factory Address:

District

Bogra

Post Office

Post office

House, Flat/ Apartment, Road

132 DOHS

Mobile No.

1925-123456

Email

jhon@mail.com

Police Station

Kahaloo

Post Code

1200

Telephone No.

01900000000

Fax No.

1925-123456

Mouja No.

9630

Embassy/ High Commission Info

Bangladesh embassy/ high commission in abroad where recommendation letter to be sent:

Select desired country *

Select One

Embassy/ High Commission *

Select One

Information of Expatriate/ Investor/ Employee

General Information:

Full Name *

Position/ Designation *

Brief job description *

Brief job description

0/1000

Photo: *

Browse

[File Format: *.jpg, .png, .png | Resize Image]

Passport Information:

Passport No. *

Surname *

Given Name *

Date of Birth *

dd-mm-yyyy

Date of issue *

dd-mm-yyyy

Personal No. *

Issuing authority *

Nationality *

Select One

Place of Birth *

Date of expiry *

dd-mm-yyyy

Compensation and Benefit:

Salary structure	Payment	Amount	Currency
a. Basic salary/ Honorarium *	Monthly	0.00	USD

b. Overseas allowance	Monthly	0.00	USD
c. House rent	Monthly	0.00	USD
d. Conveyance	Monthly	0.00	USD
e. Medical allowance	Monthly	0.00	USD
f. Entertainment allowance	Monthly	0.00	USD
g. Annual Bonus	Monthly	0.00	USD
h. Other fringe benefits (if any) 0/250	Maximum 250 characters		

Contact address of the expatriate in Bangladesh:

Division	Select One	District	Select division first
Police Station	Select district first	Post Office	
Post Code		House, Flat/ Apartment, Road	
Telephone No.		Mobile No. *	+880 1812-345678
Fax No.		Email *	

Others Particular of Organization(If Commercial)

Nature of Business		Remittance received during the last twelve months (USD)	
Capital Structure: (i) Authorized Capital (USD)		(ii) Paid-up Capital (USD)	

Previous Travel history of the expatriate to Bangladesh

Have you visited to Bangladesh previously? * ☐ Yes ☐ No

Manpower of the organization

Manpower of the organization *								
Local (Bangladesh only)			Foreign (Abroad country)			Grand total	Ratio	
Executive	Supporting staff	Total (a)	Executive	Supporting staff	Total (b)	(a+b)	Local	Foreign


Papers/ documents needed for recommendation of Visa in favor of the expatriate(s) to be employed in branch/ liaison/ representative office and other private and public enterprise.

No.	Required attachments	Attached PDF file (Each File Max. size 2MB)
1	Permission letter of Branch/Liaison/Representative office or Memorandum & Articles of Association and certificate of incorporation in case of locally incorporated company Recent attachment	Choose File <input type="text" value="No file chosen"/>
2	Board Resolution for employment of foreign nation(s) mentioning Expatriate Name, Nationality & Passport Number Recent attachment	Choose File <input type="text" value="No file chosen"/>
3	Copy of passport of the Expatriate/Investor/Employee (Whole of the used part). Recent attachment	Choose File <input type="text" value="No file chosen"/>
4	Appointment Letter/transfer order/service contract or agreement for expatriate/investors. Recent attachment	Choose File <input type="text" value="No file chosen"/>
5	Paper clipping showing advertisement made for recruitment of local personal prior to appointment of the expatriate/s Recent attachment	Choose File <input type="text" value="No file chosen"/>
6	Experience certificate as per advertisement Recent attachment	Choose File <input type="text" value="No file chosen"/>
7	All academic & professional certificate as per advertisement Recent attachment	Choose File <input type="text" value="No file chosen"/>
8	Statement of manpower showing list of local and expatriate personal employed with designation, salary break-up, nationality and date of first appointment. (Latest Copy) Recent attachment	Choose File <input type="text" value="No file chosen"/>
9	Encashment certificate of inward remittance of minimum U.S \$50,000.00 as initial establishment cost for branch/liaison/representative office and locally incorporated/ joint venture and 100% foreign ownership companies.(Please attach if any) Recent attachment	Choose File <input type="text" value="No file chosen"/>
10	Up-to-date Income tax clearance certificate (Organization) Recent attachment	Choose File <input type="text" value="No file chosen"/>
11	Specific activities of the organization Recent attachment	Choose File <input type="text" value="No file chosen"/>
12	Others necessary documents (please attach if any) Recent attachment	Choose File <input type="text" value="No file chosen"/>
13	Attachment of company's comments as per remarks (if any) Recent attachment	Choose File <input type="text" value="No file chosen"/>
N.B	All documents shall have to be attested by the Chairman/ CEO / Managing director/ Country Manager/ Chief executive of the Company/ firms.	Document's must be submitted by an authorized person of the organization including the letter of authorization.

Declaration And Undertaking

- a. I do hereby declare that the information given above is true to the best of my knowledge and I shall be liable for any false information/ statement given
- b. I do hereby undertake full responsibility of the expatriate for whom visa recommendation is sought during their stay in Bangladesh.

Authorized person of the organization

Full Name	Arifur Rahman	Designation	Director
Mobile No.	+880 1924512457	Email address	arifur@batworld.com
Picture			

☐ I do here by declare that the information given above is true to the best of my knowledge and I shall be liable for any false information/ system is given.

Service Fee Payment

Contact name *	Arifur Rahman	Contact email *	arifur@batworld.com
Contact phone *	+880 +8801924512457	Contact address *	169 work street, 8520
Pay amount	250	VAT/ TAX	2.5
Bank Charge	50	Total Amount	302.50
Payment Status	Not Paid		

Vat/ tax and service charge is an approximate amount, it may vary based on the Sonali Bank system.

Save as Draft

Payment & Submit