



Visa Requirments



Must be met in order to process
your visa

- **PASSPORTS MUST BE VALID FOR AT LEAST SIX MONTHS**
- **Provide photocopies of everything you send or bring in with your VISA Application**
- **Medical Reports MUST be stamped in your local residence or application area by the local Health Department; and also the Doctors medical ID number MUST be included.**
- **The photograph for your application should have the following specifications:**
 - White background.
 - Dimensions should not exceed 4x6 cm.
 - The face from forehead to chin should be 70 – 80 % of the vertical dimension.

BUSINESS VISIT VISA:

1. A white visa application form, a valid passport and one photograph.
2. An original cover letter from a registered company or firm based in the US indicating the name of the Saudi Arabian company, the nature of the applicant's visit, length of stay and financial responsibility. The letter must bear the company's stamp or seal.
3. An application from the sponsor in the Kingdom on the applicant's behalf to the Ministry of Foreign Affairs, or an original letter of invitation from the company in Saudi Arabia. This letter must be signed and sealed by the company and stamped by the Saudi Chamber of Commerce. For businesswomen, the invitation must come from the Saudi Ministry of Foreign Affairs.
4. A money order made out to the "Royal Embassy of Saudi Arabia" for the following amount
 - *\$.00 for US passport holders (multiple or single entry)
 - *\$54.00 for single entry for NON-US passport holders

*\$135.00 for multiple entries for **NON-US** passport holders.

(cash and personal checks are not accepted)

5. (For non-US citizen applicants) A photocopy of a valid residence document (green card)

EMPLOYMENT VISA:

1. A white visa application form, a valid passport and one photograph.
2. A certified and notarized copy of the university degree/diploma validated by the Saudi Arabian Education Mission—Tel:(202)337-9450. An official transcript must be included, or a certified and notarized copy of the training or technical diploma must be validated by the US Department of State. Diplomas should be notarized by our Consulate for a fee of \$8 per document.
3. A copy of the signed contract.
4. An original letter from the company in Saudi Arabia sponsoring the applicant certified by the Saudi Chamber of Commerce. It **MUST** indicate the block visa number and date.
5. If the applicant has previously worked in the Kingdom of Saudi Arabia a release letter.
6. A police clearance report.
7. A money order in the amount of \$15.00 made out to the “Royal Embassy of Saudi Arabia”.
8. Our Medical report, completely filled in and submitted along with three (3) photographs and sealed by the US health Department.
9. Age of employment in the Kingdom of Saudi Arabia must be over 22 years.

RESIDENCE VISA:

1. A white visa application form, a valid passport and one photograph.
2. Our Medical report completely filled and submitted along with three (3) photographs for those over 16 years of age and sealed by the US health Department.
3. An application from the sponsor in the Kingdom apply on the applicant’s behalf to the Ministry of Foreign Affairs. An authorization number should be issued for the applicant in order to get the visa, and our Embassy should be provided officially with that number.
4. Proof of relationship to the sponsor (a copy of the marriage certificate for the wife, a copy of the birth certificate for the child).
5. A money order made out to the “Royal Embassy of Saudi Arabia” in the amount of \$15.00 for each person.

FAMILY VISIT VISA:

The sponsor in Saudi Arabia must apply for the invitation through the Ministry of Foreign Affairs. Once the request is granted, the Ministry of Foreign Affairs will send the invitation and authorization directly to the Saudi Embassy in Washington.

1. A white visa application form, a valid passport and one photograph.
2. Proof of relationship with the sponsor (a copy of the marriage certificate for a wife, a copy of the birth certificate for the child).
3. A money order made out to the “Royal Embassy of Saudi Arabia” in the amount of \$.00 for U.S. passport holders and \$54.00 for all other nationalities.
4. The authorization No. and the date of issue for the invitation obtained by the Ministry of Foreign Affairs.

TRANSIT VISA:

1. A white visa application form, one (1) photograph and a valid passport.
2. A confirmed ticket reserved in and out of Saudi Arabia for at most 48 hours.

3. A valid visa for the next destination.
4. Transit visa gratis.

EXTENSION OF EXIT RE-ENTRY VISA:

1. A white visa application form, one (1) photograph and a valid passport, and a valid residence in the Kingdom.
2. For dependants; the applicant should not be out of the Kingdom for more than fourteen (14) months.
3. A money order made out to the "Royal Embassy of Saudi Arabia" in the amount of \$15.00.
4. A letter from the Saudi company signed by the employer and certified by the Saudi Chamber of Commerce.
5. A signed letter by the applicant stating the date and last port of exit from Saudi Arabia.
6. In case of work residence, the applicant should not be out of the Kingdom for more than six (6) months.
7. In case of a student's residence, the applicant should submit a school attestation.

DIPLOMATIC AND OFFICIAL VISA:

1. A white visa application form, two (2) photographs, and a valid official diplomatic passport.
2. A letter from the concerned US Departments or concerned Embassy.
3. Diplomatic and official visas are gratis
4. Flight information must be furnished in detail, in particular the last flight before entering Saudi Arabia.

***NOTE HAJJ AND UMRAH:**

Hajj and Umrah requirements will be issued separately every year before the beginning of each corresponding Hajj and Umrah season.