

GLOBAL VISA LAB

YOUR TRUSTED PARTNER FOR INTERNATIONAL VISA SERVICES

EGYPT BUSINESS VISA

APPLICATION PACKAGE

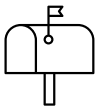
Thank you for choosing Global Visa Lab.
To ensure the efficient and prompt processing of your visa application, please complete the following sections and submit all the required documents.

1. Checklist
2. Visa Order Form
3. Visa Application Form



PROCESSING NOTE

We will process your application after receiving all required documents. To prevent delays, complete the checklist, ensure all documents are signed and legible, and then submit the application.



WHERE TO SEND YOUR APPLICATION

For Shipments with Swiss Post

Global Visa Lab | Postfach 490 | 3000 Bern 14 | Schweiz

For Shipments with Courier

Global Visa Lab | Mattenhofstrasse 29 | 3007 Bern | Schweiz



SUPPORT

Should you have any queries or require assistance with your application, please do not hesitate to contact us. One of our team members will be happy to assist you.



www.globalvisalab.ch



info@globalvisalab.ch



+41 31 533 43 43



Postfach 490, 3000 Bern 14

Please tick to confirm you have provided the following: ✓



VISA APPLICATION FORM

- Please find the application form below in this application package
- The Application form has to be fully completed, dated and signed by the applicant
- Ensure that your full name is displayed as it appears in your passport



PASSPORT

- Valid for 6 months from the date of return
- Should contain at least 2 blank visa pages
- The passport must contain the signature of the passport holder



2X PHOTOGRAPHS

- Two recent biometric photograph (35mm X 45mm) in color and not older than 6 months with white/bright background (loose, not attached to application form)
- Applicant's full face must be clearly visible
- No headgear except hijab



BUSINESS LETTER

- Introduction letter by the company in Switzerland address to **"Embassy of Egypt, Elfenuweg 61, 3006 Bern, Switzerland"** on company letterhead, dated and signed.

The letter must contain the following:

- Name, date of birth and passport number of the person sent to Egypt
- Purpose of visit and duration of stay
- Requested validity of the visa (usually 6 or 12 months)
- Specify the requested number of entries for your visa (single or multiple entry)
- Name and address of the visiting company in Egypt
- Confirmation to cover all travel expenses including travel health insurance

When applying for a multiple entry visa, it is mandatory to include several planned travel dates.





INVITATION LETTER

- Invitation letter from the inviting company in Egypt address to **“Embassy of Egypt, Elfenuweg 61, 3006 Bern, Switzerland”** on company letterhead, dated and signed.

The letter must contain the following:

- Name, date of birth and passport number of the invited person
- Purpose and duration of the stay
- Request the same validity of visa as in the Business Introduction Letter
- Specify the requested number of entries for your visa (single or multiple entry)

When applying for a multiple entry visa, it is mandatory to include several planned travel dates.



TRAVEL ITINERARY

- Please provide the flight reservation that displays your round trip travel and entry and exit dates for Egypt as well as hotel reservation for the duration of your stay
- Show the traveler's full name (as written in the passport)



RESIDENCE PERMIT

- Non-Swiss/Liechtenstein Nationals are required to submit a copy of their valid Residence Permit category B, C or L (G and F category permits will not be accepted)



GLOBAL VISA LAB ORDER FORM

- Please complete the Global Visa Lab Order Form included in this application package



Applicant Details

(As shown in passport)

Given name (s): Surname:

Contact Details

Whom should we contact regarding the order?

Given name (s): Surname:

Phone Number: Email:

Return Date

The date by which your passport or eVisa must be in your possession:

Visa Service

Country:	Entry Date:	Exit Date:	Visa Type (Tourist, Business, Other):	No. of Entries (Single, Double, Multiple):
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Invoice Address

Name:

Company:

Address:

Zip / City:

PO Number/Cost Center etc.:

Delivery Address (If different from invoice address)

Name:

Company:

Address:

Zip / City:

PO Number/Cost Center etc.:

Delivery Method

- Registered Mail Switzerland (A-Post): 8.50 CHF
 Courier Switzerland Standard: 19.50 CHF
 Same Day Courier: Price on request
 Registered Mail Express Switzerland: 20.00 CHF
 Courier Switzerland Express: 24.00 CHF
 Email (only for eVisa)

Payment Method

Credit Card
 Name on Card:
 Card No.:
 Expiry date (mm/yyyy):

Invoice

TWINT

Place | Date:

Signature:



وزارة الخارجية
سفارة جمهورية مصر العربية في برن
Embassy of the Arab Republic of Egypt in Bern
Botschaft der Arabischen Republik Ägypten in Bern

أرفق صورتك بخلفية بيضاء.

Affix 2 photos with
white background

2 aktuelle Farbfotos
hier heften

Agrafer 2 photos avec
un fold blanc

Embassy of Egypt

Elfenauweg 61

3006 Bern

031 352 80 55

egypt.consulate.berne@gmail.com

طلب الحصول على تأشيرة دخول
Entry Visa Application Form
Visaantragsformular
Demande de visa d'entrée

اللقب أو اسم الجد Family Name/ Familienname/ Nome de Famille	الاسم First Name/ Vorname/ Prénom	اسم الوالد Middle Names/ Weitere Namen/ Autres Noms

تاريخ الميلاد Date of Birth/ Geburtsdatum Date de Naissance	محل الميلاد Place of Birth/ Geburtsort/ Lieu de Naissance	النوع Sex/ Sexe

الجنسية الحالية Current Nationality/ Aktuelle Nationalität/ Nationalité actuelle	الجنسية الأصلية Nationality of Origin Ursprünglich Nationalität Nationalité d'origine	المهنة Occupation Beruf Profession	الحالة الاجتماعية Marital Status Zivilstand Statut familial

رقم جواز السفر ونوعه Passport Type + No. Passart +Nr. Nr. et type du passeport	محل الإصدار Issued at Ausstellungsort Délivré a	تاريخ الإصدار Issued on Ausstellungsdatum Délivré le	انتهاء الصلاحية Expires on Verfalldatum Expire le

عنوان الإقامة الحالية Present address/ Aktuelle Adresse/ Adresse actuelle	عنوان الإقامة الدائم Permanent address/ Permanente Adresse/ Adresse Permanente

رقم الهاتف Phone + Mobile Number/ Telefon + Handy Nummer/ Numero de telephone + portable	البريد الإلكتروني E-mail

الغرض من الزيارة Purpose of Visit Grund der Reise Motif du voyage	تاريخ الوصول إلى مصر Date of Arrival to Egypt Ankunftsdatum Date d'arrivee en Égypt	مدة الإقامة في مصر Duration of Stay Aufenthaltsdauer Duree du Sejour	عدد مرات الدخول المطلوبة Number of Entries Anzahl Einreisen Nombre d'entrees

منفذ الوصول لمصر <i>Port of Entry to Egypt/ Einreiseort/ Port d'entrée en Égypte</i>	العنوان في مصر <i>Address in Egypt/ Adresse in Ägypten/ Adresse en Égypte</i>

أسماء الأقارب والأصدقاء في مصر <i>Names of Relatives or Friends in Egypt</i> Named von Verwandten oder Freunde in Ägypten <i>Noms des relatifs ou d'amis en Égypte</i>	عنوان الأقارب والأصدقاء في مصر <i>Addresses of relatives or Friends in Egypt</i> Adresse von Verwandten oder Freunde in Ägypten <i>Adresses des relatifs ou d'amis en Égypte</i>

أسماء أفراد الأسرة المرافقين <i>Accompanying Family Members</i> Begleitende Familienmitglieder <i>Membre de Famile</i>	صلة القرابة لأفراد الأسرة المرافقين <i>Relationship</i> Verwandschaft <i>Relation familiale</i>	تاريخ ومحل الميلاد <i>Date and Place of Birth</i> Geburtsort Und-Datum <i>Date et lieu du naissance</i>

تاريخ السفرات السابقة لمصر <i>Dates of Previous Visits</i> Datum vorherige Reisen <i>Date des visites precedentes</i>	غرض السفرات السابقة لمصر <i>Purpose of previous visits</i> Grund der Reisen <i>Motif des visites precedentes</i>	عنوان الإقامة خلال السفرات السابقة <i>Address in Egypt During Previous Stays</i> Adresse der Aufenthalt <i>Adresse en Egypte Durant les sejours precedents</i>

معلومات أخرى <i>Other Information/ Andere Information/ Autres informations</i>

محل وتاريخ تحرير طلب التأشيرة <i>Place and Date of Visa Application</i> Ort und Datum <i>Lieu et date demande de visa</i>	التوقيع <i>Signature</i> Unterschrift <i>Signature</i>