



# Non-Citizen Entry Visa Application Checklist

REVISED 11/2014

## INTERNAL USE ONLY

### BUSINESS

Date Submitted: \_\_\_\_\_

Application Type:

Received By: \_\_\_\_\_

Entry Visa	New	<input type="checkbox"/>	Renewal	<input type="checkbox"/>
Non-Citizen Reg	New	<input type="checkbox"/>	Renewal	<input type="checkbox"/>

Applicants Name: \_\_\_\_\_

National: \_\_\_\_\_

Name of Business: \_\_\_\_\_

Visa Type:

Business Visa (B1) - Up to 2 years (# 1 thru 17)     Provisional Business Visa (B2) - 90 days ONLY (# 1 thru 7 only)

*X = required*

	REQUIREMENTS			
	NEW	RENEW	ALN REG	COMMENTS/PENDING MATTERS
1. ___ Visa Application - completed, signed and dated	X	X		
2. ___ Non-Citizen Registration Application, completed signed and dated ( <i>IF Applicable</i> )	X	X	X	
3. ___ 2 Passport Size Photos - MUST be current & color	X	X		
4. ___ Passport (clear color copy & valid 6 mons +)	X	X	X	
5. ___ Police Clearance - within 3 mons from date of application, from home country OR last country of residence for more than 6 mons - from National Police (renewals ONLY)	X	X		
6. ___ Medical Clearance - within 3 mons from date of application - MUST include HIV/Aids and TB - MUST Provide a FULLY Vaccinated Covid-19 Card	X	X		
7. ___ Confirmed Roundtrip/Onward itinerary ( <b>B2 ONLY</b> )	X	NA	NA	
8. ___ FIBL – Approved/Valid	X	X		
9. ___ MALGOV Business License – Approved/Valid	X	X		
10. ___ Approved Labor Permit ( <i>IF Applicable</i> )	X	X		
11. ___ Immigration Bond	X			
12. ___ Clearance Letter from Min of Finance, Tax & Revenue		X		
13. ___ Clearance Letter from MALGOV Tax & Revenue		X		
14. ___ Clearance Letter from MISSA		X		
15. ___ Social Security Card		X		
16. ___ Expired Entry and/or Registration Cards		X	X	
17. ___ Prescribed Application Processing Fee(s) – Receipt	X	X	X	

COMMENTS/NOTES:

Prepared & Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_ Reviewed & Approved by: \_\_\_\_\_ Date: \_\_\_\_\_