

**ENTRY VISA APPLICATION FORM**

|  |  |  |  |
| --- | --- | --- | --- |
| Purpose of Visit |  |  |  |
| Family Name |  | Middle Name |  |
| First Name |  | Mother’s Name |  |
| Father’s Name |  | Occupation |  |
| Marital Status |  | Religion |  |
| Spouse Name |  | Qualification |  |
| Passport Number |  | Place of Issue |  |
| Issuing Govt. |  | Date of Issue |  |
| Date of Expiry |  | Date of Birth |  |
| Place of Birth |  | Nationality |  |
| Languages Spoken |  | Prev. Nationality |  |
| Arrival Date |  | Time & flight No. |  |
| Departure Date |  | Time & Flight No. |  |
| Address |  |
| City |  | Country & Zip Code |  |
| Telephone No. |  | Facsimile No. |  |
| Email |  |

# If attending a hotel convention/meeting, please mention name of the meeting or convention:

I authorize Arabian Park Hotel to Charge my credit card (details given below) for the processing fee for the requested entry

visa:

(Not Appplicable )

|  |  |  |  |
| --- | --- | --- | --- |
| Credit card Type |  |  |  |
| Visa | Amex | Master | Diners |
| Credit card Number |  |  | Expiry Date |
| Total Amount |  | Amount in words |  |
| Signature of the card holder& Date |

For Reservation Staff:

Guest Confirmation Number: Accompanied by: Reservation Associate Name:



**ENTRY VISA APPLICATION FORM**

The Department of Naturalization and Residence in Dubai have introduced a visa on arrival facility for 33 nationalities. Citizens of the following countries will have a 60 day visit visa stamped on their passports at the port of entry, eliminating the need to apply for a visa prior to arriving in the UAE.

Andorra, Australia, Austria, Belgium, Brunei, Canada, Denmark, Finland, France, Germany, Great Britain, Greece, Holland, Hong Kong SAR, Iceland, Ireland, Italy, Japan, Liechtenstein, Luxembourg, Malaysia, Monaco, New Zealand, Norway, Portugal, San Marino, Singapore, South Korea, Spain, Sweden, Switzerland, USA and Vatican City.

## GCC Countries

Residents of the Gulf Cooperation Council should confirm with the UAE Consulate or Embassy in country of residence before traveling to the UAE.

## VISA REQUIRED

All Nationalities which are not included in the 33 countries, are not eligible for visa on arrival, and must apply for a visa through the UAE immigration authorities. Arabian Park Hotel offers a Guest Visa Service that arranges transit or tourist visas for Guests visiting the UAE and staying at The Arabian Park Hotel.

**List of Documents required in order to process Guest Visa:**

1. Clear passport size photograph - **Dimensions: 4.3 cm x 5.5 cm, File Size: 40 KB Type: jpg Colored and clear**

1. Clear and valid passport copy of each Guest **(minimum validity of 6 months prior to arrival**).
2. Completed and signed Entry Visa Request Form for each Guest.
3. A clear photocopy of Guest’s credit card – both sides including cardholder signature.
4. Passport photocopy of the credit card holder.
5. Completed and signed Credit Card Pre Authorization Form (Attached)
6. Signed Arabian Park Hotel Guest Visa Terms and Conditions.
7. A refundable security Deposit of AED 5000.00 per visa application
8. Guarantee letter (any local company with stamp)

## Processing time

* 1. Visa applications submitted by the Arabian Park Guest Visa Service take approximately 7-10 working days.
	2. Arabian Park Hotels takes no responsibility whatsoever to any delays that may arise in the visa application process.

## Visa validity

1. The Transit Visa and Tourist Visa for arrival at Dubai International Airport or Sharjah International Airport are generated electronically and are valid for single entry only.
2. The Transit Visa and Tourist Visa for arrival at Abu Dhabi Airport are produced in Original and are valid for single entry only. Guests requiring visas to enter UAE and arriving at Abu Dhabi Airport must inform Arabian Park Hotel 7 days prior to arrival.
3. Guests must leave the UAE before the expiry of the entry visa. A fine will be payable by the Guest to the immigration authorities for each day overstayed, further penalties may apply.

## IMPORTANT DETAILS

1. The issue of visas is subject to the sole approval of the Department of Naturalization and Residence in Dubai or Abu Dhabi and cannot be guaranteed by the Arabian Park Hotel.
2. Governmental fees are subject to change and are non-refundable under any circumstances.
3. The issued visa becomes invalid if the information on the visa changes.

It is the responsibility of the Guest to ensure that visa conditions set out in these Terms & Conditions and by UAE laws and regulations are still valid at the time of travel to the UAE. Arabian Park Hotel will accept no responsibility for any changes to UAE laws and regulation.

I hereby acknowledge that I have read and accept these Terms and Conditions.

Name of Guest Signature of Guest

Date



**Third Party Credit Card Authorization Form**

Please fill in BLOCK letters only.

* Guest Name (s):
* Date of Arrival:
* Date of Departure:
* Number of Nights:
* Booking Reference:

I, Mr/Ms/Mrs. , having an account with

 Bank herby authorize Arabian Park Hotel to use my credit card for the below mentioned charges for the guest (s) mentioned as per above details of the booking.

|  |  |  |
| --- | --- | --- |
| **1.** | * Room Charges
 | :  |
|  | * Breakfast Charges
 | :\_  |
|  | * Entry Visa Charges
 | :  |
|  | * Incidental Charges
 | :\_  |
|  | * Total Bill
 | :\_  |

**2.** I, Understand that Arabian Park Hotel shall Charge me for Entry visa charge at the amount of AED360.00 per application and the refundable deposit of AED 5000.00 per application in case of overstay.

## 3.

Credit Card Number : Expiry Date:

Name of the Card Holder :

Signature of the Credit Card Holder:

Postal Address of the Credit card holder:

## 4.

Please attach scan copies of passport of the credit card holder and also the copy of credit card (Both Sides). Processing of Third party will take two to three working days, subject to the approval from the authorization bank.