

**To be returned by fax, registered mail or via e-mail:**

To **ADNEC – Abu Dhabi National Exhibitions Company**

P.O. Box: 5546, Abu Dhabi – UAE

**Contact: External Services Section**

Tel: +971 2 4446900 Fax: +971 2 4446135 Email: visa@adnec.ae

**(Separate Form For Each Application)**

**Copy of passport with (2) personal photography must be attached with a copy of the air ticket.**

Full Name:					<input type="checkbox"/> Male:	<input type="checkbox"/> Female
Nationality:			Profession:			
Religion:			Marital Status:			
Education Status:		Mother's Name:		Father's Name:		
Date of Birth:	/	/		Place of Birth:		
Passport No.:			Date of Issue:	/	/	
Place of Issue:	/	/	Date of Expiry:	/	/	

**Applicant Address**

Company Name: .....

Address: .....

Tel.: ..... Fax: ..... Email: ..... Web:http://www. ....

**Airport of Arrival to Receive the Visa**

<input type="checkbox"/> Abu Dhabi Airport: \$30	<input type="checkbox"/> Dubai Airport: \$50	<input type="checkbox"/> Registered Mail: \$10
<input type="checkbox"/> Al Ain Airport: \$30	<input type="checkbox"/> Sharjah Airport: \$50	<input type="checkbox"/> Other (Please specify) .....

**Kind of Applicant**

Exhibitor     Visitor    Exhibition Name: .....

**Arrival Details to U.A.E.**

Date          Flight No.          Arrival time

**Departure Details from U.A.E.**

Date          Flight No.          Arrival time

**Note:** \* The original visa should be with you on arrival at the airport.  
\* For any reason if you lost the original visa, we will arrange to issue an urgent visa consequently we will charge you \$500 for this service.

## **Contact:**

ADNEC, P.O. Box: 5546, Abu Dhabi - UAE  
Tel: +971 2 4446900, Fax: +971 2 4446135  
Email: [visa@adnec.ae](mailto:visa@adnec.ae)

## **Visitor Visa Requirement:**

1. Visitor Visa Application Form to be filled in capital letters or typed.
2. A clear photocopy of passport.
3. Scanned Personal Photo with white background (Passport Photo Size).
4. Print credit card authorisation form, fill the form, scan it and email it to [visa@adnec.ae](mailto:visa@adnec.ae)
5. Fill the online Application Form.

## **Fees and payments:**

1. \$ 188 Visa Application Fee. (For Urgent Visa = \$ 376 Visa Application Fee).
2. \$ 11 Health Insurance Fee.
3. \$ 244.20 Refundable Deposit due back after the applicant once left the country.
4. \$ 50 Collect visa fee at Dubai Airport.
5. \$ 30 Collect visa fee at Abu Dhabi Airport.
6. Payment should be made through the payment authorisation form or through money transfer.

## **Terms and conditions:**

To receive your visa on time must send the complete papers at least 20 days before the date of entry of the state, and if you required urgent visa must be sent 10 days before the show.

\* Visa can't be processed unless the full payment received.

\* Visa application is subject to Immigration Policy and Procedure and the UAE Government Law, ADNEC is not hold responsible for rejected Visa application.

\* We need a minimum of 5 working days to obtain the visa from the Immigration.

\* No refund will be made under any circumstances once the visa is issued by the immigration authorities.

\* We will fax the copy of the visa as soon as it is ready.

\* The original visa can be sent by mail if requested.