

## Brazil Conference visa Application



**IMPORTANT: Please enter your contact information**

**Name:**

**Email:**

**Tel:**

**Mobile:**

**The latest date you need your passport returned in time for your travel:**



### Brazil conference visa checklist

**Filled out and signed Brazil conference visa application form.** The form is enclosed.

**Original passport.** Passport must have at least 6 months remaining validity and have at least 1 visa page.

**1 Photographs.** Standard passport photographs 2x2 inches on a white background.

**Payment.** Credit Card Authorization form, Certified Check, or Money Order payable to VisaHQ.com.

**Return mailer.** Prepaid self-addressed return label or payment for FedEx.



If you wish to prepay return shipping, please add the shipping fee to the total and provide the return shipping address:

FedEx 2nd day delivery - add \$15

FedEx Standard Overnight - add \$20

FedEx Priority Overnight - add \$25

FedEx Saturday delivery - add \$45

FedEx First Overnight - add \$65

Prepaid self addressed mailer - \$0

Local pick up in Washington, D.C. - \$0

**Name:**

**Company:**

**Address:**

**City:**

**State:**

**Zip:**

**Payment Authorization.** Complete and sign the Credit Card Authorization Form.

**Driver's license.** Copy of driver's license, state issued ID, or major utility bill (Water, Gas, Electric, Sewage), showing the applicant's name and current address.

**Itinerary.** A photocopy of round trip tickets or a letter signed by a travel agent with confirmed round trip tickets. Itinerary is not acceptable unless showing ticket numbers and that the ticket is paid for.

**Yellow Fever Vaccination.** If the applicant has traveled within the last 90 days to any of the Yellow Fever Countries an International Certificate of Vaccination for Yellow Fever will be required.

**Conference Invitation.** A letter of invitation from the organization in Brazil which is hosting the event and a day-by-day itinerary

of the event. The letter should specify that the applicant WILL NOT BE PAID for their participation.

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**Business Letter.** An ORIGINAL business letter from the sending company in the US. The letter should be printed on company letterhead stationery, addressed to "The Consulate of Brazil", and signed by a senior manager (an equivalent to Vice-President or above). The business letter must adhere to the following guidelines:

- Briefly introduce the applicant (please specify employment status/position held in the company by applicant).
- State the name of the conference or seminar and the contact information of the organizing entity in Brazil.
- State the nature of the participation in the conference (ie. attendee, UNPAID speaker, etc) including a day-by-day itinerary of conference events.
- Guarantee of sufficient funds for travel.

Furthermore, the sending company shall specifically attest to each of the following statements:

- The visa applicant will maintain his or her residency in the United States.
  - The visa applicant's trip to Brazil is of a short-term nature.
  - The goal of the visa applicant's trip to Brazil is strictly for participation in the conference and not involving any technical assistance or training.
  - The visa applicant has no intention to immigrate to Brazil and will not exceed the legally authorized stay per visit.
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## Brazil conference visa fees for citizens of United States

	Type of visa	Max. validity	Embassy fee	Our fee	Processing time	Total
	Multiple entry	up to 90 days	\$180.00	\$89.95	20 business days	\$269.95

