



CHECKLIST FOR TOURIST VISA

Documents Required for Tourist Visa Application		Yes	No
1	1 application form completed and signed Note: For children under 18 years old, parents must sign the application/declaration form/questionnaire. Passport copies of the father and mother must be attached.		
2	Original Passport and 1 photocopy of passport Bio-data page (pages showing personal details and the validity as well as endorsement of valid visas to other countries, if any). Note: Passport must be valid for at least 6 (six) months from the date of your entry into Singapore with minimum 3 empty pages.		
3	2 recent photographs Note: The photographs should be 4.5 cm X 3.5 cm, plain white background, and must be recent (not older than 3 months)		
4	Letter of identification from the employer/sponsor, stating qualification, salary/annual income and start date of employment in KSA (chamber of commerce verification is required only for private companies), or if self-employed - copy of translated trade license. Letter must be in English Language or official translation in English.		
5	Flight reservation including return flight and Hotel reservations must be in English Language. (Applicants are advised to confirm hotel and flight reservation only after the visa has been approved)		
6	Family applying together: Marriage certificate for spouse, Birth Certificate for children under 21 years old.		
Additional documents required for non-Saudi nationals residing in Saudi Arabia			
7	Valid Iqama copy (Saudi Arabian residence permit) or Saudi Arabian visa copy.		
8	Signature in appropriate area in their original passport.		
9	A Letter of Introduction/ Invitation (LOI) V39A from Singapore contact, mentioning NRIC number if application is made for Tourism purpose. The Embassy will not accept invitation letter from hotels, travel agencies, airlines and travel and tour offices. Letter of Introduction (LOI) must be issued by a local contact in Singapore. Any Singapore Citizen or Singapore Permanent Resident who is at least 21 years old can act as a local contact. If you are not able to furnish a LOI from a local contact, you may approach your Embassy/High Commission/ Consulate to issue a LOI to support your visa application.		

Please note:

- The applicant and the local contact may be required to furnish additional documents and information whenever necessary.
- Incomplete/illegible form or documents submitted may result in the application being rejected or the processing delayed.
- Every application for a visa will be considered on its own merits.
- Possession of a visa does not guarantee entry into Singapore. Visitors must also meet entry requirements such as holding valid passport, sufficient funds for the period of stay in Singapore, complete travel itinerary,
- All documents must be submitted on A4 size paper only.
- Any changes to the 14A Application form must be signed on the changed area.

Additional information:

- All applications for Singapore visa will be accepted only 30 days before to intended arrival in Singapore.

Remarks:

Declaration I have been informed that an application without a complete set of documentation according to the abovementioned checklist may result in a rejection of my visa application. The Embassy/Consulate of Singapore reserves the right to ask for additional supporting documents and does not guarantee the issue of a Visa.

Date: _____

Applicants Signature: _____

VFS Officer Signature: _____