

**DUBAI VISA APPLICATION FORM – KENYA**  
**(PLEASE FILL IN BLOCK LETTERS)**

**1. Type of visa being applied for (Tick one):** Transit / 48 HRS  Transit / 96 HRS  Tourist / 30Days   
60Days / Visit  30 Days Multi Entry Short Term  60 Days Multi Entry Long Term  Express Service

Emirates PNR  Ticket No

Travel Date

**2. Full name of Applicant:** \_\_\_\_\_

**3. Current residential address (Mandatory Information for Correspondence)**

Line -1	
Line - 2	
City, Country	
Mobile	
Land Line	
Fax No.	
Email ID	

**4. Are you applying as a dependent of Principal Applicant?**

- Yes: Write name of the Principal Applicant: \_\_\_\_\_  
 No

**5. If applying as Principal Applicant, complete the following: -**

Name of Business/Employer	
Address of Business/Employer	
Designation	

**IMPORTANT:** unemployed or retired persons should indicate above the details of last employment, and indicate date of cessation of last employment here:

**6. Personal details**

a. Nationality	
b. Previous nationality if any,	
c. Full name (Name, middle name, surname)	
d. Father's name (Name, middle name, surname)	
e. Mother's name (Name, middle name, surname)	
f. Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
g. Marital Status	
h. Married female applicants – husband's name	
i. Occupation	
j. Religion	
k. Educational qualifications	
l. Main language spoken	
m. Date of birth (dd-mm-yyyy)	
n. Place of birth	Country : _____ Place: _____

**7. Passport details:**

a. Passport Type	Ordinary	c. Issuing Government	
b. Passport number		e. Expiry date	
d. Place and date of issue			

**8. Purpose of Visit**

Tourism  Conference and Exhibitions  Family Visit  Visiting relative / Friend  Business

**9. Names of family members accompanying you on this trip**

Name	Passport no.	Relation
1.		
2.		
3.		
4.		
5.		

**10. Contact in UAE (Mandatory Information)**

Name / Relationship with host	
Address / Hotel Confirmation Voucher	
Area - City	
Phone No.	
E-mail ID	

**11. Mandatory documents to be submitted with the Visa Application form:**

List of documents For latest document requirement for submission please visit URL ( <a href="https://www.vfsglobal.com/one-pager/uae/kenya/english/">https://www.vfsglobal.com/one-pager/uae/kenya/english/</a> )	Applicant	Application Centre
1. Current passport – must be valid for at least 6 months at the time of travel.		
2. Coloured Photocopy of Front Cover page, 1st 2 and last 2 pages of above passport.		
3. Photocopy of Emirates Airline confirmed onward / return ticket.		
4. Photo should be coloured & clear, size 5.1 cm x 5.1 cm.		
5. Photocopy of a valid visa for the third Destination Country.		
6. Photocopy of Hotel Confirmation (Hotel confirmation dates must match the dates on flight tickets).		
7.		
8.		
<b>AS REQUIRED TO CONFIRM PROOF OF ELIGIBILITY - Tick if enclosed</b>	<b>Applicant</b>	<b>Application Centre</b>
1. Previous passport exhibiting previous travel, if any.	YES / NO	YES / NO
2. Banker's certificate of long-term Fixed Deposits.	YES / NO	YES / NO
3. Income-tax returns for last 2 years.	YES / NO	YES / NO
4. Letter of invitation from Dubai based close family member, along with photocopy of Passport, resident visa and proof of relationship.	YES / NO	YES / NO

12. Have you applied for a Dubai Visa through VFS Global Services Pvt. Ltd. in the past?  Yes  No

If you have ticked Yes, then kindly provide date of last travel in the space: -

**IMPORTANT** : You are recommended not to travel to Dubai if your flights out of Dubai do not get confirmed. Any overstay beyond duration of Visa invites heavy fines and penal action - there will be no waiver on any grounds.

All applicants should read the conditions mentioned below before signing the application

Incomplete and unsigned applications will not be accepted.

#### TERMS AND CONDITIONS

- 1) The facility is open only to a Kenya valid passport holder visiting Dubai traveling on Emirates Airlines (herein referred to "EK") and fulfilling the eligibility conditions announced from time to time by the Government of Dubai / Dubai Naturalization and Residency Administration ("DNRD"). Issuance and approval of a visa is solely regulated by Government of Dubai / and governed by their rules and regulations that are applicable from time to time. Subject to the applicant/passenger fulfilling the eligibility conditions, EK will sponsor the applicant to Dubai.
- 2) The facility of applying through VFS Global Services Pvt Ltd., ("VFS") is open only to valid Kenyan passport holders visiting Dubai on Emirates Airlines (Herein referred to as EK). EK has outsourced the administrative process of facilitating Visa applications to VFS. VFS has setup and is managing the Dubai Visa Processing Centre (herein after referred to as "DVPC") for this purpose. VFS's role is confined to collecting and forwarding the visa application and required documentation from the applicants and, forward the same along with the application to the Government of Dubai / DNRD for their consideration regarding the issuance of visa and thereafter communicating the Government of Dubai's / DNRD's Decision pertaining to the application in respect of the visa to the applicants.
- 3) The Visa fees as levied to the applicants are non-refundable under any circumstances whatsoever.
- 4) Each visa applicant desirous of being sponsored for a visa by EK should be holding a valid ticket issued by EK and booked to travel on EK. VFS/ EK will not be responsible for and will not be liable to the applicant, if the applicant is unable to travel due to denied boarding, offloading, cancellation of flight, delays or force majeure situations, breakdown of machinery and /or internet connectivity or any other cause or circumstances beyond their control. VFS shall also not be liable in the case of any change in the date of travel not being communicated to VFS.
- 5) The Applicant/passenger will be required to fill in a Visa Application Form accurately and submit the same with the applicable visa fees, valid passport and necessary documentation as specified in the Visa Application Form. Applicants must hold valid travel documents and comply with the requirements of Government of Dubai / DNRD, and requirements specified on the Visa Application Form.
- 6) VFS does not accept any responsibility for late, lost or misplaced applications and / or the veracity of the contents of the application. Incomplete and double applications will be disregarded. The Applicant accepts and acknowledges that the courier acceptance and delivery service is operated by a third party and VFS does not assume any responsibility or liability for the service of the courier company.
- 7) The decision to grant or refuse a visa is the sole prerogative of the Government of Dubai / DNRD. VFS merely collects and forwards the applications to the Government of Dubai / DNRD for their decision. The issuance or pendency or refusal of the visa applications is the prerogative of the Government of Dubai / DNRD. The decision of the Government of Dubai / DNRD is final. In case of rejection of visa application, no correspondence will be entertained, and no visa fees will be refunded, and no reasons will be required to be given by VFS. It is clarified that if the processing of the visa application is prevented, delayed, restricted or interfered with for any reasons whatsoever resulting in delay/ Government of Dubai / DNRD being unable to process the applicants visa application, then VFS OR EK shall not be liable to the applicant for any loss or damage which may be suffered as result of such causes and VFS OR EK shall not be liable for the same and shall be discharged of all its obligations hereunder.
- 8) Issuance of a visa or approval on the visa application does not in any way give the applicant/passenger a right to enter Dubai. The entry is at the sole discretion of the Immigration officer at Dubai Airport who is a representative of Government of Dubai / DNRD. In case of denial of visa or entry into Dubai by the Government of Dubai / DNRD, VFS OR EK shall in no way be liable to the applicant in any manner whatsoever.
- 9) The visa must be accepted as offered and is non – transferable.
- 10) This is an electronic visa which is sent through an email with a link to download the visa directly by Dubai Immigration from smart channel (no-reply@dnr.d.ae) on applicant's email address. Applicant has to take a print of their visa while travelling to UAE. In case of any discrepancy applicant is advised to contact the application centre instantly on receipt of this visa copy.
- 11) VFS OR EK shall not be liable for any losses or damages, which the applicant may suffer arising from delay in processing or receiving the visa.
- 12) The visa is required to be valid as per the Government of Dubai / DNRD rules and regulations as amended from time to time. The visa in order to be considered as valid must be availed within its period of validity.
- 13) Applicants understand and agree that forwarding Visa application to Government of Dubai / DNRD is at the sole discretion of EK as the sponsor and VFS will not be liable in any manner for the same including for any delay and or rejection.
- 14) All Kenya and Dubai Government regulations are applicable and in case this facility is deemed invalid or cancelled due to any Kenya/ Dubai Government regulation or order, VFS shall not be liable in any manner whatsoever to the applicant.
- 15) Applicants will be solely responsible to ensure that they fulfil the Kenya and Dubai Government's eligibility criteria's/ requirements for travel which may include Police clearances etc.
- 16) VFS shall take all reasonable measures to ensure that information provided by the Applicants in its application form shall remain confidential. However, VFS shall not be liable for any unauthorized access by any means to that information.
- 17) **Express Service Facility:** is meant to give priority to Applicants in processing of their Visa applications and sending the same for processing such applications to EK on a priority basis. VFS/ EK do not assure any time frame by which the Government of Dubai/DNRD will process the Visa application. The Applicant understands and agrees that fulfilment of the Express service facility within the stipulated time depends solely on the approval of the Government of Dubai / DNRD and VFS shall not be liable in case of refusal or delay by Government of Dubai / DNRD in providing the Visa. Express Service Facility is expected to quicken the processing of the Visa application at VFS/EK.
- 18) The Applicant agrees to indemnify and hold VFS , its officers, directors, agents, subsidiaries, clients, joint venture partners and employees, harmless from any claim, expense, loss, damages or demand, including reasonable attorney's fees, incurred or sustained by VFS and / or its officers, directors, agents, subsidiaries, clients, joint venture partners and employees arising out of the breach of these terms & conditions by the Applicant and / or any act of omission or commission attributable to the Applicant (or) violation by the Applicant of any law of any country or the rights of a third party
- 19) In no event and under no circumstances shall VFS and/or its representatives be liable for any direct, indirect, punitive, incidental, special, consequential damages or any damages whatsoever to anyone.
- 20) VFS /EK reserves the right to add, alter or vary these terms and conditions at any time without notice or liability and all applicants availing of this facility shall be bound by the same.
- 21) The Security deposit is returned to the Applicants upon their return to Kenya once they show the entry & exit stamp of Dubai. However, in the event the Applicant does not collect the security deposit within a period of 30 days from the date of expiry of his/her visa, the said security deposit will be banked.
- 22) These terms and conditions shall be governed and construed in accordance with the laws of Dubai. Any claims or disputes arising in relation to the services provided by VFS to the Applicant shall be subject to the exclusive jurisdiction of the Courts in Kenya.
- 23) If you have not opted out of receiving marketing materials, we may also use your personal information to identify other products and services that might be of interest to you and to market additional goods, services and special offers from us, our affiliates or our third-party business associates. You can choose not to allow VFS to use or disclose your personal information for marketing purposes by indicating your preference on the visa application form.
- 24) Applicants expressly declare that they have read the terms and conditions carefully and agree to the same. They understand and abide by these terms & conditions and have executed the same as an individual and not as a company or any professional and or commercial entity.
- 25) In case the applicant is a minor (below 18 years), please ensure to bring the adequate evidence regarding guardianship, to proceed with the application.



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Enabling Global mobility. Personalizing Solutions.

**I confirm that the above terms and conditions have been read and understood by me and I agree to abide by them.**

: I consent to the processing of my personal data for applying to Dubai Visa.

*(Only applicable in the case of minors)*

: I consent, as the legal representative/guardian, to the processing of the minor applicant's personal data for the purpose of applying for a Dubai visa.

\_\_\_\_\_  
**Signature of applicant / legal representative (or) guardian**

**Date:**