



ORDER FORM/Formulaire

Call us for assistance.

Contactez-nous si vous avez besoin d'assistance

Account Number/Numéro de compte: _____

Travel Agency Name: _____

Nom de l'agence de voyage

IMPORTANT TRAVEL DATES/DATES IMPORTANT DE VOYAGE:

Date passport must be back in your possession**: _____ / _____ / _____
Date à laquelle votre passeport doit vous être retourné mm jj aaaa

Date of next international trip: _____ / _____ / _____
Date de votre prochain voyage à l'étranger : mm jj aaaa

**Rush/Emergency Fees: I understand that any visa request that is needed in seven business days or less, will be assessed a rush or emergency surcharge
Je comprends que toute demande de visa qui doit être traitée en sept jours ouvrables ou moins sera assujettie à des frais supplémentaires pour le traitement accéléré.

TRAVELER INFORMATION/INFORMATION SUR LE VOYAGEUR:

Traveler's Name: _____ Traveler's Date of Birth: _____ / _____ / _____
Nom du voyageur: Last nom de famille First prénom Date de naissance du voyageur: mm jj aaaa

Phone (daytime): _____ Phone (mobile): _____ E-Mail: _____
Téléphone (jour) Téléphone (cellulaire) Courriel

Name of Person Requesting This Order: _____ Phone: _____
Nom de la personne qui remplit le présent formulaire : téléphone

RETURN DOCUMENTS TO THIS ADDRESS/ADRESSE DE RETOUR:

Name: _____ Company: _____
Nom: Compagnie:

Street: _____ City: _____ Province: _____ Postal Code: _____
Rue: Ville: Province: Code Postal:
NO PO BOXES/Pas de boîte postale

Telephone Number: _____ The address listed above is: Residential: Business:
Numéro de téléphone L'adresse indiquée ci-dessus est: Résidentiel: Affaires:

RETURN SHIPPING METHOD/MÉTHODE D'EXPÉDITION POUR LE RETOUR DE DOCUMENTS

Fed Ex Priority Overnight/ Service prioritaire le lendemain de Fed Ex Same Day or Courier (Call for Rates)/ Le jour même ou par messenger (contactez nous pour les tarifs)

I Authorize Delivery Without Signature: **Signature:** _____
J'autorise de livraison sans signature: Signature:

SERVICES REQUESTED/SERVICES DEMANDÉS

Select the type of service you request by placing a check mark in the appropriate box for each service you are ordering. Please note that separate forms and requirements apply for each visa procedure.

Sélectionner le type de service que vous désirez en cochant la case appropriée pour chaque service demandé. Veuillez noter que vous devez remplir des formulaires distincts pour chaque pays pour lequel vous demandez un visa et répondre aux exigences de chacun d'entre eux.

Visa Services:

Services de visa:

	Entry/Exit Dates: Entrée/Sortie (Dates):	Tourist: Touriste:	Business: Affaires:	Transit: Transit:	Work: Travail:	Number of Entries: Nombre d'entrées:
Country 1: _____ Pays 1:	From: ____/____/____ To: ____/____/____ De: À:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Country 2: _____ Pays 2:	From: ____/____/____ To: ____/____/____ De: À:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Country 3: _____ Pays 3:	From: ____/____/____ To: ____/____/____ De: À:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

PAYMENT METHOD FOR APPLICABLE FEES/MODE DE PAIEMENT POUR LES FRAIS EXIGIBLES:

American Express: Diners Club: Master Card: Visa: Discover: Money Order/Mandat: Check/Chèque:

Name on Card: _____
Nom qui apparaît sur la carte

Card Number: _____ Expiration Date: _____ / _____ Signature: _____
Numéro de la carte Date d'expiration: mm aa Signature:

Department #/Billing Reference: _____
Département / Référence pour la facturation:

Visa Processing Procedures and Requirements

Destination: Angola
Purpose of Travel: Business
Nationality: Canada
Provided: Friday, June 11, 2010

The following is required for CIBT to process your request:

1. Passport/Passeport

Your signed passport (valid for at least six months and with at least one blank visa page) is required / Votre passeport signé (valide pendant au moins six mois) et avec au moins une (1) pages en blanc de visa est exigé

2. Application Forms/Formulaires de demande

2 (two) completed visa application form required ** 2 (deux) formulaires de demande de visa complétés sont exigés

Please write full name on back of photos / S'il vous plaît écrire le nom plein sur le dos de photos

3. Photographs / Photographies

2 (two) front facing, passport sized, colour photographs are required (not scanned) // 2 (deux) photographies de passeport, de couleur, du revêtement sont exigés (non balayé)

4. Business Introduction Letter / Lettre d'introduction d'affaires

A letter of introduction from your Canada-based company on letterhead paper with a Canada address is required. The letter must have an original signature and a photocopy is not acceptable. Please include the number of entries being requested and the length of visa being requested. // Une lettre de l'introduction de votre compagnie basée au Canada sur le papier à en-tête avec une adresse du Canada est exigée. La lettre doit avoir une signature originale et une photocopie n'est pas acceptable. Veuillez inclure le nombre d'entrées étant demandées et de la longueur du visa étant demandé.

5. Invitation Letter / Lettre d'invitation

A letter of invitation from your sponsor/organizer in this destination is required // Une lettre d'invitation de votre commanditaire/organisateur dans cette destination est exigée

6. Itinerary / Itinéraire

A copy of the flight itinerary for this destination is required / Une copie de l'itinéraire de vol pour cette destination est exigée

7. Bank Reference / Référence bancaire

A letter of guarantee from the applicant's bank is required. / Une lettre d'aval de la banque du demandeur est exigée.

8. Consular Fees / Honoraires consulaires

Visa fee: \$125.00

Frais de visa: \$125.00

9. MINIMUM PROCESSING TIME: 15 - 30 business days. ** No Rush Service Available ** **Aucun service de hâte disponible**



REPÚBLICA DE ANGOLA



MISSÃO DIPLOMÁTICA OU CONSULAR EM OTTAWA-CANADA

189 Laurier Avenue East Ottawa, Ontario K1N 6P1

Phone: (613) 234-1152 Fax: (613) 234-1179 Website: www.embangola-can.org

PEDIDO DE VISTO / VISA APPLICATION

DIPLOMÁTICO
DIPLOMATIC

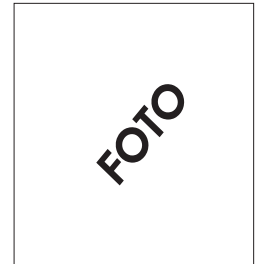
OFICIAL
OFFICIAL

ORDINARIO
ORDINARY

TRANSITO
TRANSIT

TRABALHO
WORK PERMIT

F. RESIDENCIA
RESIDENCIAL PERMIT



Nome: Apellidos:
Name: Last Name:
Estado Civil Sexo
Marital Status Sex
Data de Nascimento: / / Local de Nascimento:
Date of Birth: / / Place of Birth:
País de Nascimento: Nacionalidade Origem:
Country of Birth: Nationality of Origin:
Nacionalidade Actual: Passaporte N°:
Current Nationality: Passport #:
Emitido em: Data: Válido até:
Place of issue: Date of issue: / / Expiry Date: / /
Morada/Estado: Cidade: Rua: Código Postal:
Address/Province: City: Street: Postal Code:
Telefone: Fax: E-mail:
Telephone: Fax: E-mail:
Nome do Pai: Nacionalidade do Pai:
Father's Name: Father's Citizenship:
Nome da Mãe: Nacionalidade da Mãe:
Mother's Name: Mother's Citizenship:
Profissão: Cargo que ocupa:
Profession: Position:
Local de Trabalho:
Employer:
Endereço do empregador:
Employer's address:
Motivo de Viagem: Local de Hospedagem:
Reason for the trip: Place of Lodging:
Cidade: Rua: Casa N°:
City: Street: Unit #:

Nome da pessoa ou Organização que se responsabilizara pela sua Estadia:

Person or organization responsible for your stay:.....

Província:..... Município:..... Bairro:.....

Province:..... Municipality:..... Community:.....

Rua:.....

Street:.....

Última Permanência em Angola:.....

Last stay in Angola:.....

Filhos menores averbados no passaporte e que beneficiarão do visto: Children included in the passport benefiting of the visa:	
Nome / Name:	Nascido aos/Date of Birth:
..... /
..... /
..... /
..... /

Nome da pessoa ou Organismo solicitante: Inviting person or company:.....	Ref: Ref:.....
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A SER PREENCHIDO SOMENTE PELO SOLICITANTE DE VISTO DE TRÁNSITO
FOR TRANSIT VISA APPLICANTS ONLY

País de destino:
Country of destination:.....

Motivo de Viagem:
Reason for the trip:.....

Possui visto de Permanência ou de Residência do país de destino?
Do you have resident or visitor visa of the country of destination?

Sim N.º: [] Validade: []
 Yes N.º: [] Expiry date: []

Não Porquê?
 No Why?.....

A SER PREENCHIDO SOMENTE PELO SOLICITANTE DE VISTO DE TRABALHO
FOR WORK PERMIT APPLICANTS ONLY

Nome do Organismo contratante:
Contracting Company:.....

Endereço Completo:
Full Address:.....

Função a exercer:
Position to occupy:.....

Data do início do contrato:
Contract starting date:.....

Data do fim do Contrato:
Contract expiry date:.....

A SER PREENCHIDO SOMENTE PELO SOLICITANTE DE VISTO PARA FIXAÇÃO DE RESIDÊNCIA
FOR RESIDENT PERMIT APPLICANTS ONLY

Razões por quer residir em Angola:

Reasons why you seek residence in Angola:

Temporariamente
Temporary

Definitivamente
Permanent

Pretende residir com o seu agregado familiar?
Will you reside with a family member?

Sim
Yes

Não
No

Esposa
Wife

Esposo
Husband

Filhos
Children

Outros
Other

Meios de subsistência

How will you support yourself

Endereço em Angola

Address in Angola

Informações complementares:

Supplementary information:

Viagens realizadas à Angola
Have you traveled to Angola before?

Sim
Yes

Não
No

Já obteve Cartão de Residência
Are you a resident card holder?

Sim
Yes

Não
No

Já obteve Visto de Trabalho
Have you been granted Work Permit?

Sim
Yes

Não
No

Já lhe foi recusada a entrada para o País
Have you ever been denied entry to Angola?

Sim
Yes

Não
No

I declare that the information provided in this application form is correct to the best of my knowledge and belief.

Data:

Date: / /

ASSINATURA DO REQUERENTE / APPLICANT'S SIGNATURE

OBS: Assinatura do funcionário Consular

.....

A PREENCHER PELA MDC

Parecer dos Serviços Consulares:

.....

.....

.....

.....

.....

Data:...../...../.....

O Responsável

ASSINATURA LEGIVEL

A PREENCHER PELA S.M.E.:

Parecer do Registo de Cadastro /DDRA:

.....

.....

.....

.....

.....

Data:...../...../.....

O Responsável

ASSINATURA LEGIVEL

REQUISITOS DE ENTRADA NO TERRITORIO ANGOLANO

* Os estrangeiros podem entrar no território angolano desde que reúnem, cumulativamente, os seguintes requisitos:

- a) Ser portador de passaporte com validade superior a duração de permanência autorizada;
- b) Possuir visto de entrada vigente;
- c) Não estar sujeito a proibição de entrada;
- d) Garantia de meios de subsistência.

Os estrangeiros que desejam permanecer em Angola por um período de tempo superior ao que lhe foi facultado no visto de entrada, pode ser concedido uma autorização de permanência, até 30 dias, prorrogável uma única vez.

artigo 4º, 6º, 7º, 8º, 9º, e 12º da lei n.º 3/94 de 21 de Janeiro.

REQUIREMENTS

* Foreigners may enter Angolan territory as long as they meet the following requirements:

- a) Be a holder of a passport valid beyond the period of stay;
- b) Have a valid entry visa;
- c) Not be under entry ban;
- d) Guaranteed means of support.

Foreigners, who wish to stay in Angola longer than the allowed period on the entry visa, may be authorized to stay for a period of up to 30 days, extended only once.

Article 4, 6, 7, 8, 9, and 12 of law nº 3/94 of January 21.

DEVERES

* Os estrangeiros que manifestam o desejo de permanecer na República de Angola, obrigam-na:

- a) Respeitar a Lei Constitucional e demais leis vigentes na República de Angola;
- b) Declararem ao SME a sua residência;
- c) Salvo acordo ou convenção internacional, não podem exercer funções públicas ou que impliquem o exercício de poder de autoridade, com excepção das que têm carácter predominantemente técnico, docente ou de investigação científica.
- d) Não podem exercer na República de Angola qualquer actividade de natureza política, nem imiscuir-se directa ou indirectamente em assuntos políticos.
- e) Não podem exercer qualquer actividade profissional, sujeita a autorização legal sem que para tal estejam autorizados, isto é serem portadores de visto de trabalho ou autorização de residência.

artigo 5º, 10º, 11º, e 51º da lei n.º 3/94 de 21 de Janeiro.

DUTIES

* Foreigners who demonstrate desire to stay in the Republic of Angola must:

- a) Respect constitutional law as well as other laws in force in the Republic of Angola;
- b) Declare to Immigration Service their whereabouts;
- c) Not engage in public service, or in exercising power of authority, unless otherwise ruled by international convention or agreement, or in case of technical, teaching, scientific or researching tasks.
- d) Not perform in the Republic of Angola any activity of political nature, neither direct nor indirectly engage in political matters.
- e) Not perform any professional activity subject to legal authorization, without work or residential permit.

Article 5, 10, 11 and 51 of law nº 3/94 of January 21.

DIREITOS

* Os estrangeiros que residem ou se encontram em Angola gozam, na base de reciprocidade, dos mesmos direitos e deveres que os cidadãos angolanos, com excepção dos direitos políticos e dos demais direitos expressamente reservados por lei aos cidadãos angolanos.

Os estrangeiros gozam:

- a) Liberdade de circulação e de domicílio.
- b) Direito de reunião e de manifestação.
- c) Direito a educação e liberdade de ensino.
- d) Liberdade de adesão às organizações sindicais e associações profissionais.
- e) Recorrer aos órgãos judiciais dos actos que violem os seus direitos reconhecidos pela lei constitucional e pelas demais leis em vigor.
- f) Não ser preso em culpa formada, nem sofrer qualquer sanção, a não ser nos casos e pelas formas previstas na lei.
- g) Exercer e gozar pacificamente os seus direitos patrimoniais e não sofrer quaisquer medidas arbitrárias ou discriminatórias;
- h) Não ser expulso ou extraditado senão nos casos e pelas formas previstas na lei.

artigo 4.º, 6.º, 7.º, 8.º, 9.º, e 12.º da lei n.º 3/94 de 21 de Janeiro.

RIGHTS

* On basis of reciprocity, foreigners who live or who are in Angola, benefit of the same rights and duties as Angolan citizens, except political rights as well as other rights explicitly reserved by law to Angolan citizens.

Foreigners have rights to:

- a) Freedom of movement and residence;
- b) Freedom of meeting and speech;
- c) Right and freedom of education.
- d) Right to join trade unions and professional associations.
- e) Go to justice to claim against acts of violation of their rights recognized by the constitutional law as well as other laws in force.
- f) Not be imprisoned by false accusation, nor suffer any punishment unless in cases pursuant to law;
- g) Exercise and enjoy their properties rights without discrimination;
- h) Not be expelled out or deported unless in cases pursuant to law.

Article 4, 6, 7, 8, 9, and 12 of law n.º 3/94 of January 21.

SERVICE FEE INFORMATION

Estimated processing charges are based on the following fee structure:

1. CIBT Service Fees:

The following prices are for CIBT's professional services per visa/passport per person. Final cost is determined by the number of business days given for processing your request and the CIBT services utilized to complete your request.

Service Fee:	\$125.00
Rush Fee:	\$70.00
Emergency Fee :	\$95.00

2. Consular Fees:

Consular and processing fees are determined by the foreign government issuing the visa and are subject to change beyond the control of CIBT. CIBT assesses a 2.49% processing fee on government agency fees only. Consular fees vary by consulate, please refer to requirements

3. Copy Fees:

Please submit a photocopy of your information page of your passport along with all supporting documents, letters, flight itineraries that support your visa request to avoid the photo copy fee. You will be charged a photocopy fee if all documents are not copied and submitted with your original submission.

4. Money Order Fees:

Embassies, Consulates and Government Offices require payment be made by Money Orders. A money order fee of \$8.50 is applied for each money order purchased.

5. Shipping Fees:

CIBT will return your completed documents to you via overnight mail. Additional charges will apply for weekend, same-day, after-hours delivery and shipping to/from USA. You may also provide your own account number for shipping. We utilize Federal Express and Purolator. We do not utilize XpressPoste.

FedEx Priority Overnight - Canada
\$40.00

6. GST tax applies to all fees, except consular fees

Please Note

Additional charges may apply for shipments to consulates that do not allow personal appearance or drop offs.



CIBT Inc, your Global Visa and Passport Professionals, is the world's leading travel document specialist and expediting service. CIBT can assist you with Canada and US based passport or visa processing, international passport or visa application forms and instructions, and other related services.

CIBT TERMS OF SERVICE

Feel free to contact our customer service team if you have questions about your request. Contact information for individual CIBT branch locations can be found on our website at <http://www.ca.cibt.com/contact.aspx>. You can now use our Online Status Check feature to automatically check the status of your documents, from the time we receive your documents to the time we ship them back to you. Simply go to our Website at <http://www.ca.cibt.com> and select Status Check from our menu to use this new feature.

Cancellation Fees:

Orders cancelled prior to submission to government office will be assessed standard processing fees. Orders cancelled after submission will be charged standard processing fees including consulate fees.

Hours of Operation:

Monday to Friday 830am to 530pm local time

Our offices are located in: Toronto and Vancouver

Where to send your documents:

Your CIBT Order form has the appropriate address for where to submit your documents.

Legal Disclaimer

CIBT makes every effort to provide you with accurate information and to obtain the passport or visa you require for your trip, for the dates requested, in a timely manner. However, please be aware that CIBT does not warrant any information that it provides, and you use and rely on CIBT at your own risk.

When CIBT returns your passport and documents, it is important that you verify that all the visas you require for your trip have been obtained, that the personal information on those visas and your passport are accurate, the visas for each country you intend to visit are valid for the dates of your visit, and that your passport is valid for at least six months beyond the completion of your trip. Please note that CIBT cannot guarantee or warrant that it will be able to obtain your requested visa or visas or obtain such visa(s) by the date you request. All requirements, processing times, and fees: (i) are estimated based upon CIBT's experience, (ii) may vary according to information you provide to CIBT, (iii) may vary according to the specific answers in your applications, and (iv) are subject to change without notice.

The issuance of a visa or passport is entirely at the discretion of the issuing authority, and each country's immigration officials make the final entry decision even when valid visas are held. CIBT makes no guarantees that any issuing authority will approve the application(s) and/or issue any document in a timely manner and CIBT service fees only are for taking reasonable actions to foster such issuance. Non-refundable tickets or reservations should not be purchased until all necessary visas and passports for your travel are secured. You are advised to check directly with the consulate or embassy of each applicable country regarding all necessary visa requirements. Under all circumstances, you (and not CIBT) are responsible for making sure that you have complied with all necessary visa requirements.

By sending applications to CIBT for processing, you accept all of the requirements, restrictions and limitations on liability set forth herein and specifically agree and confirm that neither CIBT nor your travel company shall be liable to you for any failure to comply with the necessary visa requirements for your travel, for the action or inaction of any government body and/or for the performance by any third party delivery company. At all times and under all circumstances, CIBT's total liability to you for any and all claims, causes of action, liabilities and damages of any kind whether based in contract, tort, strict liability or any other theory of law shall not, in any circumstance or for any reason, exceed the lesser of the fees actually paid by you to CIBT or \$500. In no event shall CIBT be liable to you for any indirect, special, consequential or incidental losses or damages, including, without limitation, lost profits, loss of business opportunity, or for punitive damages, and your sole and exclusive remedy against CIBT for damages in connection with the failure to obtain a requested visa or visas in a timely manner shall be the return of the CIBT service fees actually paid by you or \$500, whichever is less.