



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 First Date de naissance du voyageur: mm jj aaaa
nom de famille prénom

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: Argentina

Purpose of Travel: Business

Nationality: Canada

Provided: Monday, June 28, 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

1 (one) completed visa application form required ** 1 (un) formulaire de demande visa complété est exigé

3. Photographs / Photographies

1 (one) front facing, passport sized, colour photographs are required (not scanned) // 1 (une) photographie de passeport, de couleur, du revêtement est exigé (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.

The letter must be written in Spanish and notarized by a consulate recognized notary. A list of these notaries can be found at: <http://www.consargtoro.ca/SE-lista-notarios-abogados.html>

Sample Business Introduction Letter

5. 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

6. Consular Fees / Honoraires consulaires

Regular process // Processus régulier: \$65

48 hour rush fee // Frais d'urgence de 48 heures: \$117

** Canadians travelling for business on a business visa will not be required to pay the reciprocity fee in Argentina // Les Canadiens qui voyagent par raisons des affaires ne payeront pas le frais réciproque.

7. MINIMUM PROCESSING TIME: 5 business days / DURÉE DE LA TRANSFORMATION MINIMUM : 5 jours d'affaires



SOLICITUD DE VISA TRANSITORIA- TRANSIENT VISA APPLICATION

IMPORTANTE: Todos los apartados deben ser llenados en MAYÚSCULAS. Por favor, complete el cuestionario a vuelta de hoja, consigne fecha, firme y aclare nombres y apellidos. NOTICE: Fill all blanks in CAPITALS, turn overleaf, date, sign and write full name.

REPUBLICA ARGENTINA

Oficina Consular en Toronto, Canadá

1-APELLIDO/ S- SURNAME/ S (como figura en su pasaporte- as in passport)		2- PRIMER Y SEGUNDO NOMBRE- FIRST & SECONDN NAMES (como figura en su pasaporte- as in passport)	
3- OTROS NOMBRES (Soltera, religioso, profesional, alias)- OTHER GIVEN NAMES (Maiden- Religious- Profesional- A. K. A.):			
4- PADRE- FATHER APELLIDO- SURNAME: NOMBRE- NAME:		5- MADRE- MOTHER APELLIDO- SURNAME: NOMBRE- NAME:	
6-SEXO- SEX F: M:	7-FECHA DE NACIMIENTO (D/M/A)- DATE OF BIRTH (D/ M/ Y)-	8- LUGAR DE NACIMIENTO (Ciudad, Provincia, País) – PLACE OF BIRTH (City, Province, Country)	
9- (Sólo origen libanés- Only for Lebanese) NUMERO DE REGISTRO DE FAMILIA- FAMILY REGISTRATION NUMBER)		10- TIPO Y N° DE DOC. LOCAL DE IDENTIDAD- TYPE & NUMBER OF LOCAL DOCUMENT OF IDENTITY:	
11- NACIONALIDAD- NATIONALITY <i>Actual- Current- De origen- Original:</i>		12-DOMICILIO PARTICULAR- HOME ADDRESS:	13-TEL. PART.- HOME TEL.:
14- PROFESIÓN- PROFESSION:		15-ESTADO CIVIL- MARITAL STATUS:	16-ACTIVIDAD- CURRENT ASIGNMENT:
17-EMPLEADOR- EMPLOYER: (Razón social y Dirección- Company name & Address)			18-TEL. COM.- Business Telephone:
19-N° DE PASAPORTE/DOCUMENTO DE VIAJE- PASSPORT/ TRAVEL DOCUMENT:		20-LUGAR Y FECHA DE EMISION- PLACE AND DATE OF ISSUE:	21-FECHA DE VENCIMIENTO- EXPIRY DATE- (DD/ MM/ YYYY):
22-CATEGORIA DE VISA- TYPE OF VISA:	23-MOTIVO DE VIAJE- PURPOSE OF ENTRY:		24-TIEMPO DE PERMANENCIA- LENGTH OF STAY:
25-REFERENCIAS EN EL PAIS- REFERENCES IN ARGENTINA: (Personas y/o Empresas, Dirección- Contacts in Argentina (Addresses)			
26-FECHA DE ARRIBO- DATE OF ARRIVAL:	27- DIRECCION EN LA ARGENTINA (Lugar de alojamiento)- ADDRESS IN ARGENTINA:		28-FECHA DE PARTIDA- DEPARTURE DATE:
29-CONYUGE- SPOUSE: (Apellidos, nombres, nacionalidad, fecha de nacimiento- Surnames, Names, Nationality, Date of Birth)			
30-HIJOS- CHILDREN: (Apellidos, nombres, nacionalidad, fecha de nacimiento- Surnames, Names, Nationality, Date of Birth)			
31-SOLICITO VISA ANTERIORMENTE?- HAVE YOU EVER APPLIED FOR VISA: <i>SI NO</i>		32-CUANDO?- WHEN?: AÑO- YEAR:	33-DONDE?- WHERE?:
34-INGRESO?- HAVE YOU EVER ENTERED THE COUNTRY: <i>SI NO</i>	35-CUANDO?- WHEN?: AÑO- YEAR-	36-TIEMPO DE PERMANENCIA- LENGTH OF STAY:	37-MOTIVO? PURPOSE?:
38-RESIDEN EN LA ARGENTINA ALGUNAS DE LAS SIGUIENTES PERSONAS?- DOES ANY OF THE FOLLOWING CURRENTLY RESIDE IN ARGENTINA?: Esposo/a- Spouse- Novio/a- Fiancee- Hermanos/as- Siblings- Padres- Parents- Otros parientes- Other relatives			
39-ENUMERE LOS PAISES DONDE HA VIVIDO MAS DE SEIS MESES DURANTE LOS ULTIMOS 5 AÑOS, COMIENZE CON SU DOMICILIO ACTUAL- WRITE DOWN THE CUNTRIES WHERE YOU HAVE LIVED LONGER THAT 6 MONTHS IN THE LAST 5 YEARS, STARTING WITH HOME ADDRESS: PAISES- COUNTRIES: CIUDADES- CITIES: FECHAS APROXIMADAS- ESTIMATE DATES			
LUGAR Y FECHA- PLACE & DATE:		FIRMA Y ACLARACION- SIGNATURE & FULL NAME-	
PARA USO EXCLUSIVO DE LAS AUTORIDADES CONSULARES- CONSULAR USE ONLY		N°	FOTO COLOR – COLOUR PHOTO- 4 X 4

/Por favor, complete el cuestionario a vuelta de hoja, marque fecha , firme y aclare nombres y apellidos- Please, turn overleaf, date, sign and write your full name).

IMPORTANTE: TODOS LOS SOLICITANTES DEBEN LEER Y MARCAR LA CASILLA QUE CORRESPONDE A CADA PUNTO.

NOTICE: ALL APPLICANTS SHOULD READ AND TICK ACCORDINGLY.

Ley 25.871 Capítulo II, De los Impedimentos, Art. 29. La declaración falsa o adulterada es sancionada con expulsión y prohibición de reingreso, si no supone un delito mayor- Unless more severely punished, false statements are sanctioned with expulsion and prohibition of return.

- ¿Tiene prohibido el ingreso?- Have you been denied entry into Argentina?-¿Ha sido objeto de medidas de expulsión o de prohibición de reingreso al territorio argentino?- Have you been expelled from Argentina or are you prohibited from reentering the country?- Si- Yes- No- No-
- ¿Alguna vez ha sido condenado por cualquier delito, aun cuando le hayan perdonado, le hayan concedido amnistía, o haya sido objeto de otra acción jurídica parecida por los delitos de TRAFICO DE ARMAS, TRAFICO DE PERSONAS, TRAFICO DE ESTUPEFACIENTES, LAVADO DE DINERO, INVERSIONES EN ACTIVIDADES ILCITAS O DELITOS SANCIONADOS CON TRES AÑOS O MAS DE PENA PRIVATIVA DE LA LIBERTAD? Have you ever been convicted (even though you may have been pardoned, or received amnesty or any similar provision) on account of a criminal offense related to WEAPONS TRAFFICKING, PEOPLE TRAFFICKING, MONEY LAUNDERING or ILLICIT INVESTMENTS OR OTHER FELONIES punishable with prison for a period of 3 or more years? Si- Yes- No- No-
- ¿Ha incurrido o participado de actos de gobierno o de otro tipo, que constituyan genocidio, crímenes de guerra, actos de terrorismo, o delitos de lesa humanidad y de todo otro acto susceptible de ser juzgado por el Tribunal Penal Internacional?- Have you committed or taken part in government acts or any others, which may constitute genocide, war crimes, acts of terrorism, crimes against humanity, or any other which may be judged by the Internattional Criminal Court?- Si- Yes- No- No-
- ¿Tiene antecedentes por actividades terroristas o por pertenecer a organizaciones reconocidas como imputadas de acciones susceptibles de ser juzgadas por el Tribunal Penal Internacional o por la Ley 23.077 de Defensa de la Democracia?- Do you have any record or affiliation with terrorist activities or terrorist organizations which could result in indictment by the International Criminal Court or by Argentine Law 23.077 (Defense of Democracy)? Si- Yes- No- No-
- ¿Ha sido condenado en Argentina o ha tenido antecedentes por promover o facilitar el ingreso, la permanencia o el egreso ilegales de extranjeros en el territorio argentino? Have you been convicted or have any record in Argentina for promoting or facilitating the entry, stay or exit of undocumented aliens?- Si- Yes- No- No-
- ¿Ha sido condenado en Argentina o ha tenido antecedentes por haber presentado documentación material ó ideológicamente falsa para obtener para sí o para un tercero un beneficio migratorio?- Have you been convicted or have any record in Argentina for having produced a forged document or making a false statement to obtain for you or third parties a favourable immigration ruling? Si- Yes- No- No-
- ¿Promueve la prostitución, lucra con ello, ha sido condenado o tiene antecedentes en la Argentina o en el exterior, por haber promovido la prostitución, por lucrar con ello, o por desarrollar actividades relacionadas con el tráfico o la explotación sexual de personas? Do you promote prostitution, derive profit from it, or have you ever been convicted or have a record in Argentina for promoting prostitution, derive profit from it or for trafficking or sexually exploiting people? Si- Yes- No- No-
- ¿Ha intentado ingresar al territorio nacional eludiendo el control migratorio o por lugar o en horario no habilitados al efecto? Have you ever tried to enter Argentina without submitting yourself to immigration control or by evading it? Si- Yes- No- No-
- ¿Cree Ud. que puede estar incurso en algún impedimento sancionado por la Ley 25.871 o la normativa migratoria argentina?- Do you think you might be banned from entry on account of any other impediment as sanctioned by Argentine Immigration Law? Si- Yes- No- No-

LUGAR Y FECHA- PLACE & DATE:

FIRMA Y ACLARACION- SIGNATURE & FULL NAME-

NOTA: Esta solicitud debe presentarse junto a los antecedentes que acrediten los extremos invocados: 1) Pasaporte o documento de viaje, 2) fotocopia del documento de identidad local, 3) comprobantes que acrediten disponibilidad financiera suficiente para sufragar gastos de estancia en Argentina por el lapso de permanencia solicitada (aproximadamente US\$ 50 por día de estadía); 4) comprobantes de empleo, domicilio y en su caso, titularidad de la vivienda ocupada; 5) fotocopia autenticada de ticket de ida y vuelta en medio de transporte internacional; 6) En caso de visa de negocios o para realizar actividades remuneradas o no en la República: documento firmado por el gerente y endosado por la Cámara de Comercio o entidad certificante local, en donde conste el cometido del viaje y la circunstancia que el mismo es realizado por cuenta y orden de la empresa que envía; y en el caso de que se presten servicios remunerados o no a empresa argentina, identificarla con indicación de nombre, domicilio comercial, teléfono y persona responsable- This application must be submitted together with its supporting documentation: 1) Passport or travel document, 2) photocopy of the local identity document, 3) Proof of financial ability to cover travel expenses while in Argentina (estimated at US\$ 50 a day); 4) Proof of employment, home address, eventually title of ownersip; 5) Original round trip ticket or authenticated photocopy of it or original certificate as issued by travel agent stating all booking and settlement details; 6) For business visa applicants, letter of assignment signed by company manager endorsed by the Chamber of Comerse or similar endorsing authority, stating purpose of trip and taht the same is carried out by the sending company, if remuneration is perceived in Argentina, full identificación of the argentine party (Commercial name, address, telephone and name of responsible manager)- El costo de la visa equivale a US\$ 40 o a Euros \$ 40 en países de la Unión Europea. Visa fee is US\$ 40 or EU\$ 40 in countries of the European Union.

El funcionario consular puede requerir una entrevista personal para resolver la presente solicitud-The consular officer may require an interview to resolve the present application-

FORMAT FOR COVER LETTERS

(Date)

Consulate General of (Country)

Dear Sirs/Madam:

On behalf of (Traveler's Full Name), we are submitting his/her valid passport and required documents for a (Length and # Of Entries) (Business/Tourist) visa. (Mr./Mrs./Ms Traveler's Name) has been a (Job Title/Position) with (Name of Company) since (Date of Hire) for (Length of Employment). (Applicant's Company's Name)'s contact number in Canada is (Canada Corporate Contact Number).

(Traveler's Name) is planning a (Business/Tourist) visit to (Country Name). (If Business Please Explain Activities Of The Organization). He/She will depart Canada on (Departure Date) and will arrive in (Arrival City) on (Arrival Date) and remain for approximately (# Of Days) and will return (# Of Times Traveler Is Expected To Return To This Country If Requesting A Multiple Entry Visa) over the next year.

We would greatly appreciate any assistance you can provide us in expediting this process. While there, he/she will be contacting (Local Contact Name and Company Name). His/Her address is (Exact Street Address). The phone number is (Number).

(Company Name) guarantees that (Traveler's Name) will have adequate funds in his/her possession, as well as confirmed living accommodations and return transportation. (Name Of Company) also guarantees that he/she will not become dependent upon the Government of (Country Name) in any way during the course of his/her visit.

Thank you for your kind assistance in this matter. Please feel free to contact me with any questions.

Sincerely,

(Authorized Signer Other Than the Traveler)
(Signer's Title)

*** Important Instructions:

1. Write one letter for each country and for each applicant.
2. All letters must be on original company letterhead.
3. Replace all information in parentheses with the data for this trip.
4. A consulate address is not necessary.
5. The letter cannot be signed by the applicant.

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:	\$80.00
Rush Fee:	\$50.00
Emergency Fee :	\$75.00

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.