



VISA CHECK LIST

1	Applicants MUST complete the correct visa application form online The application form is available is available at the Embassy's Website, www.ghanaembassydc.org
2	Applicants MUST include his/her actual/original passport or Travel Document
3	Full Name on Application Must match the Name in the Passport
4	Passport/Travel Document must be at least six (6) months Valid with available Page/Space for the visa sticker
5	Include 1 original Passport Size Photograph, not Photocopy. The picture must be formal with a white background. (Size: 2x2)
6	Provide two (2) Contact persons/places in Ghana / indicate if Hotel / Guest House etc.
7	Attach helpful supporting documents relating to your purpose of journey, eg. For Business attach a Business Invitation letter from Ghana and an introduction letter from your Employer, For Schooling , include a copy of your Admission letter from the School you will be attending in Ghana & your current institution /school in the US: For Employment , add a copy of your employment letter , and For Official puporses attach all pertinent documentation in that regard . All letters must be signed by the authors and must be on letterheads.
8	Volunteers/interns must provide pertinent documents from Ghana as well as from the institutions /organizations of their respective countries to support their claims.They MUST include for eg. Invitation letters from their own respective /affiliations of their home countries.
9	Tourists must provide the following : Hotel reservations .Provide possible sightseeing places you will be visiting in Ghana. (Itenery). Please do not carry over \$10, 0000 into the country without declaring it with the US Customs.
10	For Finacee visas, applicants must include the biodata page of the passport of the partner in Ghana , a copy of voter ID, complete address and telephone number.Provide complete residential Address and Tel. Numbers in the USA where required. (If you are not a US citizen, provide the address in the country you live in)
11	Name of Employer (Company/Org)/ School, Full address and Tel. Number
12	Applicants must pay the visa application fees online at the Embassy's website (www.ghanaembassy.org/visapay)
13	Personal checks, money orders and cashier checks are no longer accepted
14	The Visa application form must be signed and dated
15	Non-US passport holders must provide proof of US residency permits to qualify for a Ghana visa in the US (Photocopies)
16	Letters of consents in support of a minor's visa application must be signed by both parents and notarized. In the case of a single parents submit documentation indicating that you have sole custody. (Legal Documents)
17	For a minor's visa application include Photocopies of ID of both Parents on same sheet of paper
18	Do not submit original Birth certificates with applications (Photocopies only)
19	Pay for Postage Return (www.ghanapv.org/postage). The Embassy will not be responsible for the loss of self addressed return envelopes.