

Entry Transit Visa Application

Dear Mr. / Mrs. _____

Please be informed that as per the new rules in the Airport Immigration, it is now required for all transit visa applicants to provide the following:

1. Clear scanned and colored copy of the applicant's passport
2. Clear scanned and colored photograph (Passport size with blank background)
3. Scanned copy of original University Education Certificate (Bachelor Degree as Minimum) in English or Arabic.
4. Completed visa application Form with credit card details.
5. Guarantee letter from a local based company in UAE listed with Rotana Hotels with corporate account and credit facility, confirming that guest is officially working with the company and that company holds full responsibility in case the guest violates the immigration rules.

The above is the latest update we received from the local authorities in the Immigration Dept. Kindly advise all the applicants requesting a transit visa.

Terms & Conditions:

- Only corporate guests who are staying with the hotel will have the application processed by the hotel. Hotel has the right to cancel and charge the application fee to company for non-hotel guest.
- In case of No-Show, hotel has the right to charge the room nights as per policy and the visa charges.
- Passport should be valid for minimum period of six months.
- Visa processing will take 10 working days. Therefore; above requirements has to be received 14 days in advance allowing 10 working days for processing.
- Transit Visa is valid for 14 days from the date of issue. The duration of stay permitted is 14 days from the date of entry non-extendable.
- **Visa application is subject to Immigration Department (Government) approval only and hotel is not responsible for any delay due to Authority verification.**
- Entry visa cannot be issued for Students.
- Entry visa cannot be issued for women below 30 years old you will be travelling alone.

I would be grateful if you could kindly acknowledge and sign acceptance of the conditions above

I understand above terms & conditions and Hotel has only acted in providing Entry Transit Visa Service. I may be contacted at the following:

Mr. / Mrs. _____ Signature _____

Tel: _____ Mobile Phone: _____ E-Mail: _____

Charges:

1. AED 500.00 per visa.
2. Cancellation fee of 100% of the visa charge.
3. Immigration rejection fee is 100% of the visa charge.
4. Any extension of the guest stay more than the 14 days will cost the guest company the violation fees.
5. Payment shall be charged in advance.

Park Rotana Hotel Abu Dhabi - UAE
VISA DETAILS

Kindly make sure that the information provided below is identical to those mentioned in the client's passport which will be presented to Immigration Authorities upon arrival to enter the U.A.E.

Date:

ARR DATE: _____ **FLIGHT:** _____ **ARR TIME:** _____ **PORT:** _____

DEP DATE: _____ **FLIGHT:** _____ **DEP TIME:** _____ **PORT:** _____

01. Family Name : _____
02. First Name : _____
03. Father's Name : _____
04. Mother's Name : _____
05. Nationality : _____ Religion : _____
06. Previous Nationality : _____ Marital Status: _____
07. Original Home Address : _____
08. Original Home Tel. No. : _____
09. Profession : _____
10. Passport No. : _____
11. Place of Issue : _____
12. Place of Birth : _____
13. Date of Birth : DAY _____ MONTH _____ YEAR _____
14. Date of Issue : DAY _____ MONTH _____ YEAR _____
15. Date of Expiry : DAY _____ MONTH _____ YEAR _____



I have paid the Entry Visa charges in cash.

I authorize Park Rotana Hotel Abu Dhabi to charge the amount of AED. _____ for ____ Visa(s) to my credit card.

Credit Card Number Expiry Name of Cardholder Signature of Cardholder

Please contact the hotel to send the required documents to Reservations Department:

Tel # 009712 6573333 E-Mail: groups.park@rotana.com