

**POSTAL ADDRESS & CONTACT DETAILS:**

VISASMART TS LTD  
FALCON HOUSE, 19 DEER PARK ROAD  
WIMBLEDON, LONDON  
SW19 3UX  
PHONE: 02045139940  
EMAIL: admin@visasmart.co.uk



**ANGOLA SHORT TERM VISA APPLICATION PACK**

Please supply this form, fully completed (typed or by hand), with all documents in the checklist below. Failure to provide any of the documents will result in a delay to your application. All forms must be printed and signed.

If you are sending multiple applications at the same time and the return address is the same for all applicants, you only need to provide one request form per party.

**1. CHECKLIST OF DOCUMENTS YOU MUST SEND**

**TYPED APPLICATION** – Hand written forms are not accepted - The application we supply will allow you to type directly onto the form. Please complete pages 1 and 3 only, leaving page 2 blank.

**ORIGINAL PASSPORT** - with a minimum of 6 months validity & 2 blank pages. Non British/EU passport holders must also supply the UK residence card.

**COPY OF LAST ANGOLAN VISA WHERE APPLICABLE** - If your visa is in a different passport to the one you are now applying on, please also supply a copy of the passport ID page of the passport that the visa is in.

**2 x UK PASSPORT PHOTOS**

**COPY OF LETTER FROM EMPLOYER** – letter confirming your employment position & reason/place of travel on letterhead paper.

**COPY OF PROOF OF ADDRESS** – one of the following documents: water, gas or electricity bill, council tax letter, UK driving license

**COPY OF RETURN FLIGHT ITINERARY** - (return being no later than 10 days). Please note that the flight dates **must** correspond with those mentioned on the invitation.

**COPY OF RECENT BANK STATEMENT** - issued within 45 days of application. Online banking will not be accepted unless it contains the name, address & transactions. You can black out the account number only.

**COPY OF INTERNATIONAL CERTIFICATION OF VACCINATION (Yellow Fever book)**

**COPY OF LETTER OF INVITATION** – in Portuguese & must contain details of the inviting person/company, travel purpose, responsibility of stay & accommodation. Must include full name, nationality, date of birth, place of birth, passport number, passport expiry date & occupation of applicant

**2. SERVICE OPTIONS.**

SINGLE ENTRY ANGOLA SHORT TERM VISA STANDARD 8-10 DAY SERVICE (£130.00 + service fee £100.00 VAT inclusive)

SINGLE ENTRY ANGOLA SHORT TERM VISA EXPRESS 3-5 DAY SERVICE (£325.00 + service fee £100.00 VAT inclusive)

**3. RETURN OPTIONS.**

HEATHROW DELIVERY STANDARD 10AM TO 5PM £100.00 VAT inclusive (subject to availability)

HEATHROW DELIVERY OUT OF HOURS/ HEATHROW HOTEL £150.00 VAT inclusive (subject to availability)

ROYAL MAIL SPECIAL DELIVERY BY 1PM (£9.50)

OWN PREPAID, ADDRESSED ENVELOPE - please note that we will not return any passport via 1st class post.

PERSONAL COLLECTION - we will inform you when the passport is available for collection & book an appointment for you.

**4. CONTACT DETAILS & RETURN ADDRESS**

NAME OF APPLICANT(s)

NAME OF CONTACT - for your security, we will only correspond with the named party on this form regarding the application

CONTACT PHONE & EMAIL

RETURN ADDRESS

**5. DECLARATION**

I CONFIRM ACCEPTANCE OF THE TERMS & CONDITIONS AS WELL AS THE PRIVACY POLICY FOR VISASMART TRAVEL SOLUTIONS LTD. I ACKNOWLEDGE THAT NO GUARANTEE CAN BE PROVIDED AND THAT THE DECISION RESTS WITH THE GOVERNING BODY BEING APPLIED.

SIGNATURE

DATE

VISASMART TRAVEL SOLUTIONS LTD  
www.visasmart.co.uk

Company registration 12625106

VAT registration 349438564

## INFORMATION FOR THE ANGOLA VISA SERVICE

You can apply no more than 2 weeks before your planned arrival date.

Processing time in the embassy is 3-10 business days depending on your travel date.

For standard processing, we must submit your documents no more than 6-10 business days before you travel.

For express processing, the documents would be submitted within the same week (3 business days) of travel. We must receive your documents at least 4 business days before your requested date of travel.

Business days are Monday to Friday & do not include weekends.

This visa is valid for 72 hours from the date of issue & the maximum stay is 10 business days from the date of arrival.

Extensions must be made in Angola. The embassy will issue the visa on the day of your flight for you to arrive in Angola within the 72 hours. For this reason, we usually deliver the passport to you at Heathrow airport on the day that you travel which will be coordinated with you. Should you require delivery at a different airport, or have your passport returned via a different method, please let us know & we will confirm if this is possible.

This embassy will only process applications for UK nationals or residents.

When your documents have been received, we will check that they are correct before contacting you (via the email address provided) to confirm receipt and provide your invoice. If you prefer to send your cheque or postal order with your documents, you can, however, we request that no payment is made before we can check that everything is in order.

Payments can be made by PayPal, Bank Transfer, cheque or postal order. Please note that we do not begin to process your request until your payment has been made. All fees are per person.

When you receive the email to confirm when your documents have been received, it will contain your unique reference number. For all queries during your process, you must quote this reference number or we will not be able to provide information. This is to protect your security. We will only email with additional instruction or to confirm the return details for your passport which will contain your visa inside. You must check your visa on receipt & advise immediately if there are any queries.

You will only receive email updates if there are any delays.

For our terms and conditions, please see our website, [www.visasmart.co.uk](http://www.visasmart.co.uk). By using our services, you are agreeing to all terms.

Return methods carry their own terms and conditions. It is your own responsibility to view them on the respective service sites before making your selection.



**República de Angola  
Republic of Angola**

**Missão Diplomática ou Consular em  
Diplomatic or Consular mission in LONDON/LONDRES**

**PEDIDO DE VISTO  
VISA APPLICATION**

**Diplomático**  **Ordinário**  **Curta Duração**  **Turismo**  **Transito**   
**Diplomatic**  **Ordinary**  **Short Term visa**  **Tourism**  **Transit**   
**Trabalho**  **Permanência Temporária**  **Fixação de Residência**  **Privilegiado**   
**Work Visa**  **Temporary Stay**  **Establishing Residence**  **Privileged**

**GLUE  
PHOTO  
HERE**

**TODOS OS CAMPOS DEVEM SER PREENCHIDOS PARA PROCESSAMENTO DO PEDIDO  
ALL FIELDS MUST BE COMPLETED IN ORDER TO PROCESS THE APPLICATION**

Nome completo: Full Name: _____	
Data de nascimento: Date of birth: _____	Naturalidade: Place of birth: _____
Nacionalidade actual Current nationality: _____	Estado civil Marital status: _____
Passaporte No.: Passport No.: _____	Emitido em: Issued in: _____
Emitido aos: Issued on: _____	Válido até: Expiry on: _____
Entidade Empregadora ou Escolar: Employer or School: _____	Cargo que ocupa: Position held: _____
Local de trabalho: Place of work: _____	
Residência actual: Current address: _____	
Telephone No: _____	E-mail: _____
Motivo da viagem: Reason for journey: _____	
Nome e endereço da pessoa ou organismo em Angola que se responsabilizará pela sua estadia: Name and address of person or institution in Angola to be responsible for your stay: _____	
Endereço da sua estadia em Angola: Address of your stay in Angola: _____	
Nome do pai: Father's name: _____	Nacionalidade do pai: Father's nationality: _____
Nome da mãe: Mother's name: _____	Nacionalidade da mãe: Mother's nationalit _____

**NO CASO DE MENORES - PREENCHER OS CAMPOS SEGUINTES COM DETALHES DOS ACOMPANHANTES ADULTOS  
IN CASE OF CHILDREN PLEASE FILL THE NEXT FIELDS WITH DETAILS OF THE ACCOMPANYING ADULTS**

	Name	Surname	Relationship	Age
1				
2				
3				
4				

**MOTIVO DA SUA VISITA A REPUBLICA DE ANGOLA  
REASON OF YOUR VISIT TO THE REPUBLIC OF ANGOLA**

**A SER COMPLETADO SOMENTE PARA OS SOLICITANTES DE VISTO DE TRANSITO  
TO BE COMPLETED ONLY BY APPLICANTS FOR A TRANSIT VISA**

País de destino:  
Country of destination: \_\_\_\_\_

Possui visto ou permissão de permanência ou residência temporária para o país de destino? Sim:  Não:   
Do you have a permanent or temporary residence permit for the country of destination? Yes:  No:

Número: \_\_\_\_\_ Válido de: \_\_\_\_\_  
Number: \_\_\_\_\_ Valid from: \_\_\_\_\_ to \_\_\_\_\_

**A SER COMPLETADO SOMENTE PARA OS SOLICITANTES DE VISTO DE TRABALHO  
TO BE COMPLETED ONLY BY APPLICANTS OF WORK VISA**

Organismo a contactar:  
Institution or company to be contacted: \_\_\_\_\_

Endereço completo do Organismo ou Companhia:  
Full address of Institution or Company: \_\_\_\_\_

Função a exercer:  
Position to be held: \_\_\_\_\_

Data do início do contrato: \_\_\_\_\_ Data do fim do contrato: \_\_\_\_\_  
Date of start of contract : \_\_\_\_\_ Date of end of contract: \_\_\_\_\_

**A SER COMPLETADO SOMENTE PARA OS SOLICITANTES DO VISTO PARA FIXAÇÃO DE RESIDÊNCIA  
TO BE COMPLETED ONLY BY APPLICANTS OF RESIDENCE VISA**

Razões porque quer residir em Angola:  
Reason for wanting to live in Angola: \_\_\_\_\_

Qual é o estatuto de residência pretendido Temporário  Permanente   
Which residence status you pretend: Temporary Permanent

Pretende residir com o seu agregado familiar? Sim  Não   
Do you plan to live with your family? Yes No

Esposa  Esposo  Filhos  Outros   
Wife Husband Children Others

Meios de subsistência:  
Means of subsistence: \_\_\_\_\_

Endereço em Angola:  
Address in Angola: \_\_\_\_\_

**INFORMAÇÕES COMPLEMENTARES:  
SUPPLEMENTARY INFORMATION:**

Viagens realizadas a Angola: Sim  Não  Data da última visita a Angola: \_\_\_\_\_  
Previous trips to Angola: Yes  No  Date of last visit to Angola: \_\_\_\_\_

Já obteve cartão de residente: Sim  Não   
Do you have a resident's card: Yes  No

Já obteve visto de trabalho: Sim  Não   
Do you have a work visa: Yes  No

Já lhe foi recusada a entrada para o país: Sim  Não   
Have you been refused entry to the country: Yes  No

\_\_\_\_\_  
Data da Assinatura  
Date of signature

\_\_\_\_\_  
\* Assinatura do requerente  
Signature of the applicant

\* - No caso de menores o formulário deve ser assinado por um dos progenitores ou pelo detentor da tutela.  
In the case of minors the application form must be signed by a parent or by the holder of the guardianship.

**PARA USO EXCLUSIVAMENTE OFICIAL  
FOR OFFICIAL USE ONLY**

Nome ou organismo solicitante: \_\_\_\_\_  
Referência: \_\_\_\_\_ Data: \_\_\_\_/\_\_\_\_/\_\_\_\_

**A PREENCHER PELO MDC**

PARECER DOS SERVIÇOS CONSULARES:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**O Responsável**

Data: \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_\_  
Assinatura legível

**A PREENCHER PELO SME**

PARECER DO REGISTO DE CADASTRO / DDRA

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**O Responsável**

Data: \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_\_  
Assinatura legível