



EMBASSY OF THE REPUBLIC OF TRINIDAD AND TOBAGO

1708 Massachusetts Avenue N.W., Washington D.C. 20036

Phone: (202)-467-6490 Email: embdcimmigration@foreign.gov.tt

Issuance of a Visitor Visa for Entry into Trinidad and Tobago

The processing time for all visas is 10 - 14 business days. No assurance regarding the issuance of visas can be given in advance. Therefore, final travel plans should not be made until a visa has been issued. Visa applications should be submitted approximately one (1) month prior to your intended travel date. Visa applications are only accepted by mail or "drop-box" (located at the Embassy).

CHECKLIST:

- FORM: Completed Visa Application form (document 21);
- PASSPORT: Passport must be valid for the duration of the proposed stay in Trinidad and Tobago;
- PHOTOS: two (2) UNAFFIXED high quality identical coloured recently taken, sized 2" x 2" photographs white background (neutral expression preferred) photographs;
- PROOF OF STATUS IN UNITED STATES: Notarised copy of document-indicating applicant's legal status in the United States of America (permanent resident *card* or work permit). In instances where the applicant is on a student visa, work visa, missionary visa or any other applicable visas, please be sure to produce the passport in which the visa has been issued and/or the I-94 Card from passport;
- EMPLOYMENT LETTER:
 - Employment letters must be recently issued within three (3) months of the date of application and must be on official letterhead from issuing company. Each job letter (if applicable), must be signed by Human Resource personnel and provide their contact information;
 - Enrollment verification letter from the school currently attending, for full time students who are unemployed;



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- INVITATION LETTER: from host accompanied by a clear coloured copy of their passport (preferred) or Identification Card:
 - Visa applicants, who are travelling to Trinidad and Tobago for business or school, must produce letters from the company or institution associated. It should state purpose of travel and the duration of their trip;
 - If hosted at private home, please provide a recent utility bill; or
 - If intended to stay at a public establishment, please provide booking information;
- BANK STATEMENT: Statements must display applicant's full name and show three (3) months of most recent account activity;

PAYMENTS: multiple entry Visa - **US\$85.00**. All payments must be made payable to "Embassy of Trinidad and Tobago" by money order only.

POSTAGE: A money order for **US\$30.00** (*subject to change*) must be provided for postage along with a letter of authorization to have your passport mailed:

AUTHORISATION TO POST: The authorization letter must include full name (addressee), full address (where the package should be mailed) and a valid contact number. The authorization letter can also be found on our website at www.foreign.gov.tt/embwashington (Document – 13).

Alternatively, applicants may find it more convenient to submit their visa applications online at the following web address: <https://nationalsecurity.gov.tt/divisions/immigrationdivision/evisa-online/>

Additional documents may be required on a case-by-case basis.



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Issuance of Diplomatic and Official Visa to Trinidad and Tobago

The processing time for all visas is 10 - 14 business days. Visa applications are only accepted by **mail** or **“drop-box”** (located at the Embassy).

Ordinary passport holders requesting a diplomatic or official visa must produce an official letter from an accredited organization.

CHECKLIST

- FORM: Completed Visa Application form (document 21);
- PASSPORT: Passport must be valid for the duration of the proposed stay in Trinidad and Tobago:
 - Holders of Laissez Passer or United Nations passports: this document, must be produced along with ordinary passport;
- PHOTOS: two (2) UNAFFIXED high quality identical coloured recently taken, sized 2” x 2” photographs white background (neutral expression preferred) photographs;
- OFFICIAL LETTER: Issued by the Department of State or accredited organization requesting official or diplomatic visa;
- Diplomats/Officials accredited to Trinidad and Tobago, a clear coloured copy of their Ministry of Foreign and CARICOM Affairs Diplomatic/ Official Identification must be submitted;

PAYMENTS: Diplomatic or Official Visas are gratis (free of charge);

POSTAGE: A money order for **\$30.00** (*subject to change*) must be provided for postage along with a letter of authorization if your passport is to be returned via mail/courier:

AUTHORISATION TO POST: The authorization letter, must include full name (addressee), full address of where the package, should be mailed and a valid contact number. The authorization letter, can also be found, on our website at www.foreign.gov.tt/embwashington (Document – 13).

Alternatively, applicants may find it more convenient to submit their visa applications online at the following web address: <https://nationalsecurity.gov.tt/divisions/immigrationdivision/evisa-online/>

Additional documents may be required on a case-by-case basis.