



Embassy of the Republic of Trinidad and Tobago Washington DC

1708 Massachusetts Ave, NW, Washington D.C 20036

202-467-6490 ext. 1003

Visas for Trinidad and Tobago

Instructions and General Information

Please Note the processing time for all visas is 7-10 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 made approximately 1 month prior to your intended travel date. Visa applications must be **mailed to The Embassy of the Republic of Trinidad and Tobago's Immigration Department**. At this time, in person submissions of visa applications are not being facilitated by the Embassy.

Please provide the following documents:

- 1. Completed Visa Application Form**
- 2. Passport;** Passport must be valid for the duration of the proposed stay in Trinidad and Tobago and for a further period of six (6) months. *NB Laissez Passer holders must produce both their UN and ordinary passports*
- 3. Two recent passport sized photos** measuring 2 inches by 1¾ inches. Photos must have been taken within the last 6 months and taken with a white background.
- 4. Application fee** made payable by money order or cashier's cheque ONLY
Single Entry visa-\$53.00
Multiple entry Visa-\$85.00
** Ordinary Passport holders should contact the Embassy's Immigration Department via telephone before submitting an application for a multiple entry visa.*
- 5. Notarized Copy of document indicating applicant's legal status in the United States of America** Please produce a notarized copy of the applicant's permanent resident *card*, work permit/ employment authorization card. 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.
- 6. Employment Letter.** Employment letters must be issued within the last 3 months of the date of your application and must be on official letter head from the company of issuing authority. Each job letter must be signed by the HR personnel responsible for producing the letter and must include their contact information. Full time students who are not currently employed must produce an enrollment verification letter from the school that you are currently attending.
- 7. Letter of invitation from host.** Invitation letters should be accompanied by a coloured copy of the valid Trinidad and Tobago passport or Trinidad and Tobago ID Card. Visa applicants who are travelling to Trinidad and Tobago for purposes related to business or school must produce letters from the company or institution associated with their travel that references their purpose of travel to Trinidad and Tobago and the duration of their trip.
- 8. Recent Bank Statement.** Bank statements must show 3 months' worth of transactions and must display the name of the applicant.

REQUIREMENTS FOR MAILING VISA AND RELATED DOCUMENTS TO APPLICANTS

- 9. Return postage** in the form of a money order for **\$26.35** made payable to 'The Embassy of Trinidad and Tobago' must be provided to have documents sent by mail.
- 10. Authorization Letter**-giving the Embassy of Trinidad and Tobago permission to have your documents sent to your preferred address. ALL authorization letters must include the FULL ADDRESS of where the passports should be mailed and to whom it should be addressed.

NB: Additional documents may be required on a case by case basis from the Immigration Department.