

## EMBASSY OF THE REPUBLIC OF THE UNION OF MYANMAR

329 Julius Jeppe Street, Waterkloof, Pretoria, South Africa. 0181

Phone: 012-3412556/7, email: embmya@gmail.com

### REQUIREMENTS FOR OFFICIAL VISA

( **Note:** Passport holders who work in International Organization, INGOs and NGOs, and whose purpose of the visit is either under consultant contract with Myanmar Government or registered UNOs or INGOs or NGOs in Myanmar can apply for an Official Visa.)

1. **ONE** completed Application form (Application for Official Visa Form)
2. **ONE** completed Work History form
3. **Name / Business Card** of the applicant
4. **Guarantee Letter** of the applicant's current organisation (in letterhead)
5. **Invitation Letter** of the international organization recognized by UN or the Government of Myanmar (in letterhead)
6. **ONE** photocopy of the valid registration of Myanmar organisation
7. **Original Passport** with at least 6 months validity and available visa pages.  
(Non-South African passports need to provide stay permit or documents showing legal status in RSA)
8. **TWO** recent colour photo with white background (35 mm x 45 mm).  
One photo should be glued to the Visa Form.
9. **ONE** photocopy of the information page of the passport
10. Photocopy of Myanmar Visa Sticker(s) approved previously (if applicable)
11. Applicants may be asked to provide other documents if and when necessary.

### VISA INFORMATION

1. The stay for the Official Visa is 70 days, which is extendable.
2. The validity of the Official Visa (Single Entry) is 3 months from the date of issue, which CANNOT be renewed or refunded.
3. The first time visitors for official purpose are NOT eligible to apply for the Multiple Entry Journey Visa.
4. Embassy will issue visa for completed applications as soon as receive it. Embassy will not take any responsible for too early and too late applications.

### VISA FEE

Official Visa Fee for Single	:	ZAR 750
Official Visa Fee for Multiple (3 months)	:	ZAR 3,000
Official Visa Fee for Multiple (6 months)	:	ZAR 6,000
Official Visa Fee for Multiple (1 year)	:	ZAR 9,000

Payment can be made in cash (only for Single Visa) or direct deposit to the following Myanmar Embassy's bank account:

Account Holder	:	Embassy of the Union of Myanmar
Account Type	:	Cheque Account
Account Number	:	62526149407
Bank Name	:	First National Bank (FNB)
Branch Code	:	251345
Branch Name	:	BROOKLYN
Swift Code	:	FIRNZAJJ

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**OFFICE HOURS**

Morning (09:30 – 12:00)	Lunch Time (12:00 – 13:00)	Afternoon (13:00 to 16:30)
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**VISA PROCESSING TIME**

Minimum 3 business days for completed application.

**PHOTOGRAPHY GUIDE (2 photos required)**

1. The photograph must have been taken within the last six months.
2. The photograph should be in colour with the white background and of the size of 35 mm x 45 mm.
3. The photograph must be a full-face view in which the visa applicant is facing the camera directly. Side or angled views are NOT accepted.
4. Digitally printed photos should be produced without visible pixels or dot patterns. Fine facial features should be discernible.
5. **Photocopied photographs are NOT accepted.**

**GOVERNMENT OF THE REPUBLIC OF THE UNION OF MYANMAR**  
**MINISTRY OF IMMIGRATION AND POPULATION**  
**DIRECTORATE OF IMMIGRATION AND NATIONAL REGISTRATION**  
**IMMIGRATION DEPARTMENT**  
**APPLICATION FOR OFFICIAL VISA**

**Colour Photo**

(35 mm x 45 mm)

to be pasted with glue

1. Name in full (in Block letters) \_\_\_\_\_
2. Father's Full Name \_\_\_\_\_
3. Nationality \_\_\_\_\_
4. Sex \_\_\_\_\_
5. Date of Birth (dd/mm/yyyy) \_\_\_/\_\_\_/\_\_\_\_\_
6. Country of Birth \_\_\_\_\_
7. Occupation \_\_\_\_\_
8. Marital Status:  Married  Divorced  Separated  Widowed  Single (Never married)
9. Spouse's Full Name \_\_\_\_\_
10. **Personal Description**
  - (a) Colour of Hair \_\_\_\_\_
  - (b) Height \_\_\_m \_\_\_cm / \_\_\_ft \_\_\_in
  - (c) Colour of Eyes \_\_\_\_\_
  - (d) Complexion \_\_\_\_\_
11. **Passport Details**
  - (a) Number \_\_\_\_\_
  - (b) Date of Issue (dd/mm/yyyy) \_\_\_/\_\_\_/\_\_\_\_\_
  - (c) Date of Expiry (dd/mm/yyyy) \_\_\_/\_\_\_/\_\_\_\_\_
  - (d) Place of issue \_\_\_\_\_
  - (e) Issuing authority \_\_\_\_\_
12. Current Address \_\_\_\_\_
13. Mobile Number (with country code) \_\_\_\_\_ email \_\_\_\_\_
14. Purpose of entry into Myanmar \_\_\_\_\_
15. Address in Myanmar \_\_\_\_\_
16. Name and address of guarantor during stay in Myanmar \_\_\_\_\_
17. Expected date of Arrival: (dd/mm/yyyy) \_\_\_/\_\_\_/\_\_\_\_\_ & Departure: (dd/mm/yyyy) \_\_\_/\_\_\_/\_\_\_\_\_
18. Have you ever been to Myanmar?  Yes  No (if Yes) Date of Last Visit (dd/mm/yyyy) \_\_\_/\_\_\_/\_\_\_\_\_
- Visa No: \_\_\_\_\_ Issued Date: \_\_\_/\_\_\_/\_\_\_\_\_ Place of Issue: \_\_\_\_\_
19. Have you ever been refused to enter Myanmar?  Yes  No (if Yes) When: (dd/mm/yyyy) \_\_\_/\_\_\_/\_\_\_\_\_
- Why: \_\_\_\_\_
20. **Attention for Applicants**
  - (a) Apart from the professions mentioned in this visa application form, applicants are not to engage in any sort of work with or without charges.
  - (b) Applicants shall abide by the Laws of the Republic of the Union of Myanmar and shall not interfere in the internal affairs of the Republic of the Union of Myanmar.
  - (c) Legal action will be taken against those who violate or contravene any provision of the existing laws, rules and regulations of the Republic of the Union of Myanmar.

**I hereby declare that I fully understand the above mentioned conditions, that the particulars given above are true and correct and that I will not engage in any activities irrelevant to the purpose of entry stated herein.**

Date \_\_\_\_\_

Signature of applicant

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**FOR OFFICE USE ONLY**

Visa No. \_\_\_\_\_ Date \_\_\_\_\_ S.J.E.V (or) M.J.E.V (3 months / 6 months / 1 year)  
Visa Authority \_\_\_\_\_

Signature of officer in-charge  
**Embassy of the Republic of the Union of Myanmar, Pretoria**

**Work History for Visa Applicant**

1. Name in full (in Block letters) \_\_\_\_\_
2. Date of Birth (dd/mm/yyyy) \_\_\_\_/\_\_\_\_/\_\_\_\_
3. Country of Birth \_\_\_\_\_
4. **Passport Details**
  - (a) Number \_\_\_\_\_ (b) Date of Issue (dd/mm/yyyy) \_\_\_\_/\_\_\_\_/\_\_\_\_
  - (c) Date of Expiry (dd/mm/yyyy) \_\_\_\_/\_\_\_\_/\_\_\_\_ (d) Place of issue \_\_\_\_\_
  - (e) Issuing authority \_\_\_\_\_
5. Current Address \_\_\_\_\_  
\_\_\_\_\_
6. Mobile Number \_\_\_\_\_ Tel. (Res.) \_\_\_\_\_  
Email \_\_\_\_\_
7. **Work Description (Current)**
  - (a) Job Title : \_\_\_\_\_  
From (dd/mm/yyyy) \_\_\_\_/\_\_\_\_/\_\_\_\_ To (dd/mm/yyyy) \_\_\_\_/\_\_\_\_/\_\_\_\_
  - (b) Organisation : \_\_\_\_\_  
Division : \_\_\_\_\_  
Section : \_\_\_\_\_
  - (c) Describe your duties : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. **Work Description (Previous)**
  - (a) Job Title : \_\_\_\_\_  
From (dd/mm/yyyy) \_\_\_\_/\_\_\_\_/\_\_\_\_ To (dd/mm/yyyy) \_\_\_\_/\_\_\_\_/\_\_\_\_
  - (b) Organisation : \_\_\_\_\_  
Division : \_\_\_\_\_  
Section : \_\_\_\_\_
  - (c) Describe your duties : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**I hereby declare that the particulars given above are true and correct and that I will not engage in any activities irrelevant to the purpose of my entry.**

Date \_\_\_\_\_

Signature of applicant

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**For Multiple Journey Entry Visa Applicant Only**  
( Note: First time visitors are not eligible to apply for MJEV )

To

Ambassador  
Embassy of the Republic of the Union of Myanmar  
Pretoria

Date:

**Subject: Request for Official Visa (MJEV) ( 3 months / 6 months / 1 year )**

I, \_\_\_\_\_, have been to the Republic of the Union of Myanmar with Official Single Entry Visa in (mm/yyyy) \_\_\_\_\_

Now, I would like to visit the Republic of the Union of Myanmar with Multiple Journey Entry Visa for official in order to \_\_\_\_\_

In this context, I wish to request for a Multiple Journey Entry Visa with the following documents:

- (1) Completed Visa Application Form with recently taken two colour photos (35 mm x 45 mm)
- (2) Completed Work History Form
- (3) Guarantee Letter of the applicant's current organisation (in company letterhead)
- (4) Invitation Letter of the organization in Myanmar (in company letterhead)
- (5) Photocopy of the registration letter of Myanmar organisation
- (6) Photocopy of Vaccine Certificate
- (7) Original Passport
- (8) Payment for Visa Fee  ZAR 3,000 for Official Visa Fee for Multiple (3 months)  
 ZAR 6,000 for Official Visa Fee for Multiple (6 months)  
 ZAR 9,000 for Official Visa Fee for Multiple (1 year)

Sincerely,

Signature : \_\_\_\_\_  
Name : \_\_\_\_\_  
Passport No. : \_\_\_\_\_