

**REQUIREMENTS FOR OFFICIAL/EMPLOYMENT/ EDUCATION/JOURNALIST/
CREW/WORKSHOP OR SEMINAR OR MEETING OR RESEARCH VISA
APPLICATION**

1. Completed visa application form.
2. **Two (5 x 7 cm) coloured photos with white background.**
3. Passport with minimum validity of six (6) months with sufficient visa pages.
4. Visa fees are as follow:

Official Visa (for INGO, IO)	-	30 CAD\$
Employment Visa	-	54 CAD\$
Education Visa	-	54 CAD\$
Journalist Visa	-	54CAD\$
Crew Visa	-	54 CAD\$
Workshop/Seminar/Meeting/ Research Visa	-	54 CAD\$
5. Tourist visa is valid for THREE MONTHS from the date of issue with 28-days STAY.
6. Write a letter stating purpose of visit.
7. Post dated visas cannot be issued.
8. **For Official visa** (for INGO, IO), a letter from Ministry concerned and pledge of abiding the law of the Republic of the Union of Myanmar are required.
9. **For Employment**, sponsor letter and tax receipt of organization concerned, labour registration card of applicant issued by Myanmar Government (not for first timer) are needed.
10. **For Education**, a letter of the organization concerned is required.
11. **For Meeting/Seminar/Workshop/Research**, a letter of the Ministry concerned and approval letter of FAPC (foreign Affairs Policy Committee of Myanmar Government) are required.
12. **For Journalist visa**, a letter from respective Media Association or Agency, and the intended travel plan are required.
13. For Crew, sponsor letter and employment letter of airline concerned must be presented.

*** Remarks:***

1. *Enclose a PREPAID computer generated, self- addressed return courier waybill.
(We don't accept the Credit card payment.)*
2. *Payment by money order or bank draft made payable to the Embassy of the Republic of the Union of Myanmar, Ottawa or Myanmar Embassy.*
3. *Please ensure that application form (signed), required pictures and actual passport are enclosed. Failure to comply will delay issuance of visa. Do not print anything on the back of the application form.*
4. *If documents are in order, issuance of visa 2 business days (more or less).*
5. *Processing day starts from the completion of required documents, not from the day of receiving application.*
6. *For any other inquiries please call 613 232 9990 OR Send mail to visasection@rogers.com.*
7. *Consular hour is from 10 am to 12 noon for submitting visa application and 1 pm to 3 pm to pick up.*
8. *The Embassy does not update the process of visa issuance except it needs further information from the applicants. Incomplete visa application will be returned without processing.*
9. *The postal code on the returned envelope should be clear.*

EMBASSY OF THE REPUBLIC OF THE UNION OF MYANMAR

336 ISLAND PARK DRIVE

OTTAWA, ON K1Y 0A7

TEL: 613 232 9990

FAX: 613 232 6999

EMAIL: visasection@rogers.com

(for Consular matters: Myanmar passport & Visa & Endorsement)

meottawa@rogers.com (for other matters)