



## 3 simple steps to get your visa



### Fill the forms in

Please gather all the required documents (accordingly to the attached visa checklist), and kindly fill the forms in. If you have any doubts please feel free to contact us.



### Deliver them to us

Double check you have all the required documents (accordingly to the attached visa checklist). Put them into envelope and deliver to us. We will check your application and lodge it with embassy.

#### All Postal deliveries:

PO BOX 5690  
London  
W1A 5UY

#### Courier or in person deliveries

Office 325  
Linen Hall  
162-168 Regent Street  
London W1B 5TE



### Collect your visa

When we collect and check your visa from the embassy, we will get in touch with you to confirm you were awarded visa. Then we will schedule despatch of your passports with visa back to you.

## **SAUDI ARABIA FAMILY VISIT VISA N/A VISA FOR UNITED KINGDOM NATIONALS**

- From November 6th 2023 applicants must attend an appointment at the Saudi Visa Centre, and have their bio metrics taken.
  - Our process remains the same, in which we will check your documents, book the appointment, and assist you at the visa centre on the day.
  - Applicants must pay for their applications at the visa centre. Regent visas will bring their card just in case.
- Passport
  - Must be valid at least six months from day of lodging.
  - Have at least two blank visa pages opposite each other.
- Supply your Marital Status and Religion
- 2 Passport sized photos
  - Of photo booth quality and on an off whitish colour. Can be stapled either side of face to visa form.
- Letter of Invitation
  - An approval letter from the Ministry of Foreign Affairs.
- Confirmation of the relationship between the inviter and invitee. This can be either the original full Birth certificate, or the original Marriage certificate. It must be legalised by the British Foreign and Commonwealth office. Regent Visas can obtain this legalisation for you.
- It is now mandatory to obtain and pay for a Medical Insurance via official Saudi Government Enjaz website, before applying for visa E number.
  - The Insurance fee charged when applying for an E number is generated by the Saudi online system. It starts from £50 plus vat and the price is effected by gender and age. It is non negotiable and will be added to your invoice.
- Regent Visas Order Form
  - You will find this form in our document pack.
- Complete the Saudi Medical application form.
  - You find this in our downloadable pack.
  - Family visas are valid from date of issue for 1-3 months.
  - The cut off time for our Express service is 9.30am on the day you want your application lodged
  - Saudi visas are currently taking from 24 hours to issue.
  - Kindly note the Embassy are open for lodging and collecting visas Monday to Thursday only.
- Complete the Saudi E-number form.
  - You will find one in our downloadable pack.
  - The E-number will be created by Regent visas and this is included in the visa fee.
- Authorisation form
  - You must complete this form to allow Regent visas to collect your visa when ready.
  - You will find one in our downloadable pack
- Important information:
  - Family visas are valid from date of issue for 1-3 months.

# REGENT VISAS ORDER FORM

## CONTACT NAME

## TELEPHONE NUMBER

## ADDRESS

Line 1	<input type="text"/>
Line 2	<input type="text"/>
City	<input type="text"/>
Country	<input type="text"/>
Postcode	<input type="text"/>

## EMAIL ADDRESS

## ONLY COMPANY

Company name

VAT NO.

Purchase order No.

<input type="text"/>
<input type="text"/>
<input type="text"/>

## APPLICANT DETAILS:

No.	Name and Surname	Nationality	Passport number
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>
5.	<input type="text"/>	<input type="text"/>	<input type="text"/>

## VISA DETAILS:

No.	Visa type	Visa service type	Date of travel	Documents required by
1.	<input type="text" value="Saudi Arabia Family Visit Visa"/>	<input type="text" value="n/a"/>	<input type="text"/>	<input type="text"/>

## DISPATCH METHOD

In Person	<input type="radio"/>
Special Delivery	<input type="radio"/>
To Be Confirm	<input type="radio"/>
Pre-paid RMSD Enclosed	<input type="radio"/>
Pre 9am Special Delivery	<input type="radio"/>
Saturday Special Delivery	<input type="radio"/>
Saturday 9am Special Delivery	<input type="radio"/>
Courier	<input checked="" type="radio"/>

## PAYMENT METHOD

Cash (in person upon collection)	<input type="radio"/>
Cheque (Please enclose cheque to this form)	<input type="radio"/>
Paypal	<input type="radio"/>
BACS	<input type="radio"/>
Card	<input type="radio"/>

## CARD NO.

## SECURITY CODE:

## CARD TYPE:

☐ VISA

☐ VISA DEBIT

☐ MAESTRO

☐ MASTER CARD

☐ AMERICAN EXPRESS

## VALID FROM DATE:

## EXPIRY DATE:

PRINT NAME

SIGNATURE

DATE