



## 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.

## UNITED STATES OF AMERICA O1/O2 STANDARD VISA FOR UNITED KINGDOM NATIONALS

- Passport
  - This must be valid for at least 6 months beyond your stay in the USA.
- Photograph
  - A photo needs uploading whilst completing the visa application form online. This must follow the descriptions below. If you cannot upload it then you must bring a printed photo to the interview.
  - Photo on a plain white or off white background.
  - It must be 2 inches by 2 inches.
  - The height of the head (top of hair to bottom of chin) should measure 1 inch to 1 3/8 inches (25 mm - 35 mm)
  - Make sure the eye height is between 1 1/8 inches to 1 3/8 inches (28 mm - 35 mm) from the bottom of the photo
- Nonimmigrant Visa Application, Form DS-160 confirmation page
  - The form is completed online. Regent visas can complete the visa form and upload the photo on your behalf. You will our visa form template in the downloadable pack.
- Appointment confirmation
  - An appointment must be booked. Regent Visas can book the appointment.
- Original Form I-129S
  - The receipt number is in the top left hand corner and must be presented to the Embassy.
  - Also supply 2 copies
- If you have ever been arrested, cautioned, convicted you must provide a police certificate known as an ACRO
- A Fraud Prevention and Detection Fee of \$500.00 and for those who are subject to it, a Border Security Act fee of \$4,500. Please check with your employer to see if the Border Security Act fee applies in your case.
- Evidence of the applicant's status in the United Kingdom, if not a U.K or EU passport holder
- Evidence of previously issued USA visas
  - If you are no longer in possession of the passport(s) containing the visas, you may advise the consular officer at the time of your interview
- If you have a medical condition that could have a bearing on your eligibility for a visa:
  - Then provide a letter from your Doctor explaining your current state of health.
- If you have been denied entry into or deported, or removed from the United States:
  - Provide documents relating to this.
- O2 applicants only, should provide a copy of the issued U.S. visa for the sponsoring O-1 at the time of their interview.
- O2 applicants only, a copy of the I-797A, B or C confirming approval of the O-1 petition.
- Regent visas order form
  - You will find one in our downloadable pack.
- Important Information:
  - You must attend the Embassy in person on the day of the appointment.
  - At the interview your fingerprint will be scanned.
  - If your application is approved you may need to pay an additional visa fee at the Embassy when you attend your appointment. This is dependant on your nationality. Regent Visas can advise you on this.
  - O1 Visas are for Individuals with extraordinary ability in the sciences, arts, education, business and athletics, or extraordinary achievement in motion picture and television production are eligible for O-1 visas. Only individuals qualify for the O-1 visa category; in order for a group to qualify, each member is required to meet the extraordinary ability test. The visa is granted for a specific event, such as a tour, lecture series or project.
  - O2 Visas are for Individuals accompanying an athlete or member of the entertainment industry to assist in a specific event or performance may apply for O-2 visas. To qualify you must be an integral part of the performance or essential to the production and have critical skills and experience with the O-1 that cannot be readily performed by a U.S. worker

# 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.

## 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="United States of America"/> <input type="text" value="01/02"/>	<input type="text" value="Standard"/>	<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