

IMPORTANT PASSPORT AND VISA INFORMATION FOR VISITING VIETNAM and CAMBODIA

General Tours is pleased to provide its travelers with information and forms to obtain the necessary travel documentation for entry into Vietnam and Cambodia.

A passport, valid for at least six months beyond the length of stay in Vietnam and Cambodia, is required, as well as visas, which provide for entry and exit. Vietnamese and Cambodian tourist visas are stamped in passports; and, in general, the Vietnamese and Cambodian consulates require two clean visa pages (not amendment page) for each visa stamp.

If you need assistance in securing a new or renewal passport, or additional visa pages to your passport, please contact CIBT at 1-800-406-1523, Monday - Friday, 9:00am - 5:00pm, ET. Information on current State Department requirements, forms, and fees will be provided to you at the time of your call. NOTE: Expedited passport processing normally takes 5-10 business days, and visa processing can only commence after passport processing is concluded. Please be sure you contact CIBT for specific information in urgent situations prior to forwarding your documentation.

Requirements, forms, and fees for U.S. citizens, which are subject to change without notice, are given on the attached "VISA ORDER FORM." Travelers who are not U.S. citizens can call CIBT at 1-800-406-1523 for nationality specific information and requirements.

Please use the checklist in the "Requirements are Per Person" section of the Visa Order Form to correctly identify the documentation that should be forwarded to the CIBT office. All passports are returned via FedEx to the address you provide in the "Return Shipping Address" section and require a signature for delivery/receipt.

Please complete all questions in block lettering on the enclosed visa application forms, and sign the forms using blue or black ink. Please refer to the guidelines on the following page in answering all blanks on the forms. Then, attach required number of photographs (as indicated on the Visa Order Form), where applicable.

Photograph guidelines: approximately 2" x 2", black and white or color, official passport-type presenting a full frontal facial view on a clear background, and should be recent enough to represent a good likeness of the passport holder.

Please do not send your documentation to the CIBT office more than **45** days prior to your tour departure. The approximate processing time required to obtain your requested visa (DO NOT include shipping days to and from the CIBT office):

Vietnam and Cambodia: 20 business days

Please calculate the total number of days required to process your travel documentation requests (either visa alone or passport/visa together), and consider the date you forward documentation *to the CIBT office* and the date you require the passport *to be returned to you prior to your tour departure*. Then indicate either "normal" or "rush" processing time/fees on the Visa Order Form for either one or two travelers.

No vaccinations are required to obtain your visas, however, the World Health Organization has declared Vietnam to be infected with Cholera; and a valid Cholera vaccination is recommended for Cambodia. If you are traveling through an infected country, you may require vaccinations for entry into certain countries. We recommend that you consult with your personal physician for his/her health recommendations for your entire trip.

APPLICATION INSTRUCTIONS: The following information is meant to serve as a guide in completing certain questions on your visa application forms. Please complete in block lettering and answer all questions.

Vietnam:

- No. 1** Please provide your full name as it appears in your passport.
No. 7 If retired, so indicate; otherwise, please provide your current job or occupation.
No. 9 If U.S. Citizen please write "N/A."
No. 12 Please provide date of your entry and exit from Vietnam, according to your itinerary.
No. 13 Please circle the correct number of times you will enter Vietnam, according to your itinerary.
No. 14 Please provide the names of the first and last cities you will visit in Vietnam, according to your itinerary.

Cambodia:

- Names:** Please provide the appropriate names, as they appear in your passport.
Present Occupation: If you are retired, so indicate; otherwise, please provide your current profession or occupation.
Place of work: Please provide name, address, and phone number of place of business, if applicable.
**Date of entry/
departure:** Please provide the dates, according to your itinerary.
**Point of entry/
transportation:** Please name the first city you will visit in Cambodia, and the type of travel (air, ship, bus, auto).
**Point of exit/
transportation:** Please name the last city you will visit in Cambodia and the type of travel.
Organization, Persons: Please leave blank.
Passport Info: This information appears at the beginning of your passport. Please be sure to accurately copy the information onto your visa application forms.

DID YOU SIGN AND DATE YOUR APPLICATIONS?

In engaging the services of CIBT, Inc. ("CIBT") the customer acknowledges and agrees to the following. CIBT cannot and does not accept responsibility for any loss of or damage to customer's passport, visas or other documents due to causes beyond its control or while in possession of third parties other than CIBT, including but not limited to courier services, delivery services, portal services or any embassies or consulate offices, or any expenses, losses or other damages of any kind incurred by anyone as a result of any loss or of damage to such documents. Requirements for issuance of passports and visas are established by sovereign nations and are subject to change without notice. CIBT cannot and does not guarantee that information it supplies on a country's requirements is the most current and complete. Issuance of a passport or visa is a decision of the country to which application is made. Issuance of a visa does not guarantee entry into a country. CIBT assumes no liability for a country's decision to issue a passport or visa, or whether to permit entry, or for delays encountered in processing an application. The customer is responsible for verifying that the issued visa(s) will be valid as of the date(s) of his or her entry into the applicable country or countries.



KINGDOM OF CAMBODIA

Nation Religion King

នរោត្តម ~ រាជវង្ស

VISA APPLICATION FORM

Photograph
4 x 6

ROYAL EMBASSY OF CAMBODIA

IN : Washington D.C.

Please submit 1 copy with 1 photo and your passport

Surname:		Present occupation:				
First name:		Place of residence:				
Sex: Male <input type="checkbox"/> Female <input type="checkbox"/>		Fax: /Phone:				
Date of birth: Day.....Month.....Year..... Place of birth:		Work Place:				
Birth nationality: Present nationality:		Purpose of visit <input type="checkbox"/> Diplomatic <input type="checkbox"/> Tourist <input type="checkbox"/> Official <input type="checkbox"/> Business <input type="checkbox"/> Others (Please Specify)				
Passport of traveling document is valid for (country)		Date of entry to Cambodia: Day.....Month.....Year..... Date of departure (length of stay)				
Point of entry: Means of Transportation:		Point of exit: Means of Transportation:				
Address during the visit:		Organization, Persons to be visited :				
Passport No: Place of issue: Date of issue: Date of Expiration:		First trip to Cambodia <input type="checkbox"/> Yes <input type="checkbox"/> No Traveling on group tour <input type="checkbox"/> Yes <input type="checkbox"/> No				
Children under 12 years traveling with you	Surname	First name Patronymic	Sex M F		Date of birth	Permanent Address
Relatives in the Kingdom of Cambodia						

For official use

ថ្ងៃផ្តល់

ទិដ្ឋាការលេខ

លេខសំគាល់

ប្រភេទ

ថ្ងៃ ខែ ឆ្នាំ

ហត្ថលេខាបន្តិចទូលបន្តុកកិច្ចការកុងស៊ុល

I hereby declare that the information on this form is true and correct

Place, (Date).....

(Signature of the applicant)



KINGDOM OF CAMBODIA

Nation Religion King

នរោត្តម រាជវង្ស

VISA APPLICATION FORM

Photograph 4 x 6

ROYAL EMBASSY OF CAMBODIA IN : Washington D.C.

Please submit 1 copy with 1 photo and your passport

Form with fields for Surname, First name, Sex, Date of birth, Place of birth, Birth nationality, Present nationality, Passport validity, Purpose of visit, Point of entry, Means of Transportation, Address, Passport No., Date of issue, Date of Expiration, Children under 12 years, and Relatives in the Kingdom of Cambodia.

For official use

I hereby declare that the information on this form is true and correct

ថ្ងៃផ្តល់

Place, (Date).....

ទិដ្ឋាការលេខ

(Signature of the applicant)

លេខសំគាល់

ប្រភេទ

ថ្ងៃ ខែ ឆ្នាំ

ហត្ថលេខាបន្តិចទ្រង់បន្តួចអភិបាលក្រុងស៊ុល

CIBT VISA ORDER FORM

2233 Wisconsin Avenue, Suite 215, Washington, DC 20007

www.cibt.com

800-406-1523

Please send the following documents to CIBT. We recommend you use an overnight shipping service that has a package tracking system, such as FedEx, UPS, Airborne, etc. For your convenience, should you elect to use FedEx, we have enclosed a pre-addressed shipping label. Please note, whichever method of shipping you select, you are responsible for the cost of shipping your documents to CIBT.

REQUIREMENTS ARE PER PERSON:

- ___ **YOUR PASSPORT**, signed and valid for 6 months beyond your length of stay in Vietnam and Cambodia.
- ___ **One (1) completed and signed Vietnam visa application (enclosed).**
Date(s) you are entering Vietnam _____ (list ALL dates of entry). Vietnam tourist visas are valid for thirty days from date of entry. It is necessary to verify that the issued visa(s) will be valid as of the date(s) of your entry into Vietnam.
- ___ **One (1) completed and signed Cambodia visa application (enclosed)**
Dates you are entering Cambodia _____ (list ALL dates of entry). Cambodian tourist visas are valid for three months from date of issue. It is necessary to verify that the issued visa(s) will be valid as of the date(s) of your entry into Cambodia.
- ___ **Two (2) photos**, black and white or color, regular passport type (2" x 2"). Please clip the photos to the applications, where indicated.
- ___ **A copy of your travel itinerary**
- ___ **One complete copy of all documents listed above, including your passport information pages. \$3 chg for CIBT to make copy.**
- ___ This completed **"VISA ORDER FORM,"** for one traveler or two individuals traveling together.
- ___ **Your check** made payable to CIBT **or credit card information** (see GRAND TOTAL below).
- ___ **Credit Card Type & #:** _____ **Credit Card Expiration Date:** _____
- ___ **Name as it appears on card:** _____
- ___ **Billing address:** _____ **City:** _____ **State:** _____ **Zip:** _____
- ___ **Signature:** _____ **Date:** _____

RETURN SHIPPING ADDRESS: (No P.O. boxes, please)

Address:		
City:	State:	Zip Code:
Date I MUST have passport at above address: / /		

Date **THIS TOUR** Departs U. S.: / /

Home Phone: ()	
Day Phone: ()	Fax: ()
E-mail address:	

TRAVELER 1

Last Name _____ First: _____ Citizen of: _____ Date of Birth: / /

Passport #: _____ Passport Expires: / / Mother's Maiden Name: _____

TRAVELER 2

Last Name _____ First: _____ Citizen of: _____ Date of Birth: / /

Passport #: _____ Passport Expires: / / Mother's Maiden Name: _____

Processing Requirements and Fees Per Person (in U.S. dollars) are subject to change without notice:

Country	Traveler 1 (X)	Traveler 2 (X)	Normal Processing 14 or More Business Days	Rush Processing Less Than 14 Business Days	AMOUNT ENCLOSED
Vietnam & Cambodia – U.S. citizen			\$189.00	\$287.00	

If you need additional visa pages added in your U.S. passport, please contact CIBT for current requirements.

TOTAL: \$