INFLIGHT MENU
TRAVEL CORPORATION

VIETNAM VISA CHECKLIST:

	GENERAL REQUIREMENTS:
	1. Duly accomplished Visa Application Form
	2. Two (2) pieces passport size picture colored with white background
	3. Passport original (atleast 6 months valid) old (with stamps) and new
	4. Photo copy of passport biopage
	5. I CARD (Original)
	6. Original and photocopy of valid visas and stams to all the country that has been visited (From March 1, 2019, all visa applications without old passports with travel within 5 years will not be accepted. This applies to all travel abroad including visa-free countries like Hongkong, Macau, Thailand, Vietnam, Taiwan and etc.)
	7. Full Itinerary or Detailed Day to Day Activities of the Trip
	8. **Confirmed Ticket-** attach a copy of confirmed round trip ticket on any airlines **If lost old passport -** lost passport and cannot submit a photocopy of arrival stamps you must write a ltter of explanation addressed to the Consul stating the reason why he/she cannot submit the old passport
	9. Original PSA Authenticated Birth Certificate (issued within a year).
	10. Copy of PSA Marriage Contract
	11. Copy of PRC ID for professionals
	12. Copy of IBP ID for lawyers

	FOR EMPLOYEES:
	1. Personal Bank Certificate (Original) - must include account type, current balance, account opening date, 6 months average balance
	2. Certificate of Employment (COE) Original - w/ approved leave of absence with designation date hired, compensation, address and office landline, number and email address.
	3. Bank Statement Original
	4. Photocopy of Company ID
	5. Photocopy of ITR with personal TIN number

	FOR BUSINESSMEN:
	1. Photocopy of Business Registration from SEC/DTI
	2. Photocopy of Business Permit / Mayor's Permit
	3. Photocopy of ITR of FORM 2316 copy
	4. Original Bank Certificate
	5. Original Bank Statement

	FOR MINORS/STUDENTS:
	1. Original School Certificae
	2. Photocopy of School ID
	3. Photocopy of PSA/NSO Birth certificate
	4. Photocopy of marriage contract of parents
	5. Photocopy of Parent's or sponsor's financial documents as an employee, businessman, or OFW/seafarer
	6. Notarized travel permission from parent (parental travel consent)
	7. If one parent lives in another country – their notarized parental travel consent
	8. Notarized affidavit of support

	FOR OFW OR SEAFARERS
	1. Photocopy of Employment Contract or Seaman's book
	2. Original Bank Certificate in the Philippines - indicating the account type, balance, account opening date
	3. Original or certified true copy of bank statement for the last 3 months

	FOR HOUSEWIVES
	1. Photocopy of marriage contract
	2. Financial documents of spouse
	3. Notarized affidavit of support, if not applying with spouse.

	FOR SENIOR CITIZENS
	1. Photocopy of Senior Citizen ID
	2. Original bank certificate in the Philippines
	3. Original copy of bank statement for the last 3 months

	IF INVITED;
	1. **If personally invited** - invitation letter, photocopy of passport biopage, financial documents
	2. **If invited by Company in Vietnam**- invitation letter, photocopy of Company Business Permit, financial documents
	3. **Notarized Original Request letter** from the sponsor, address to Embassy and copy of the sponsor's passport.

VISA CONDITIONS

- Visa approval is not guaranteed and is still under the final discretion of the consul.
- Processing time is based on average application time. It is not guaranteed and may be delayed if additional documents are required by the embassy.
- Do not purchase your tickets before your visas are issued and approved. RadarPH will not be liable for any unused travel products in the case of visa denial or if the release of visa has been delayed.
- Inflight Menu Travel Corporation will not accept visa application with departure date scheduled within 3 weeks from the date of submission.
- Any request for early release, change of application from regular to expedite processing and pulling out/cancellation of application is not permitted once submitted to the Embassy.

I have acknowledged that:

☐ I have provided all supporting documents as requested on the checklist

☐ I have not provided all supporting documents and I am aware that the result of my application is based on the decision of the embassy.

PRINTED NAME AND SIGNATURE	**DATE**