

APPLICATION FOR A VISA TO MONGOLIA

**Please read the attached guidelines and the application form before answering the questions.
All the questions that concern you must be answered. Write clearly, preferably in uppercase letters.**

1. SURNAME		2. FIRST AND MIDDLE NAME(S)		3. PORTRAIT PHOTO <i>(one original photo 3.5 x 4.5 cm taken against a light background, not older than 6 months, and should look like your passport photo)</i>
4. NATIONALITY <i>(A = present; B = previous)</i> A: _____ B: _____				
5. DATE OF BIRTH year month date [][][][] [][] [][]		6. PLACE OF BIRTH <i>(city / country)</i>		
7. SEX <input type="checkbox"/> M <input type="checkbox"/> F <input type="checkbox"/> Other	8. MARITAL STATUS <input type="checkbox"/> Single <input type="checkbox"/> Married / cohabitant <input type="checkbox"/> Divorced <input type="checkbox"/> Widow /-er <input type="checkbox"/> Other <i>(please specify)</i>			FOR OFFICIAL USE ONLY Received date Delivery date <input type="checkbox"/> Approved <input type="checkbox"/> Denied Invitation number when applicable VISA <input type="checkbox"/> Entry <input type="checkbox"/> Transit <input type="checkbox"/> Re-entry <input type="checkbox"/> Single <input type="checkbox"/> Double <input type="checkbox"/> Double trs <input type="checkbox"/> Multiple valid 6 months <input type="checkbox"/> Multiple valid 1 year
9. PLACE OF WORK / STUDY Name Address Phone		10. PRESENT POSITION		
11. PERMANENT RESIDENCE Address Mobile phone E-mail address Name, relationship and phone number of a close relative <i>(in case of an emergency)</i>				
12. TYPE OF PASSPORT <input type="checkbox"/> Regular <input type="checkbox"/> Service / official <input type="checkbox"/> Diplomat <input type="checkbox"/> Other <i>(please specify)</i>				
13. PASSPORT NUMBER []		14. PASSPORT IS VALID TO year month date [][][][] [][] [][]		
15. INVITATION? <i>(are you visiting a family member, a relative, friend, business associate, is it a research or academic relationship, or another host or hosting organization?)</i> <input type="checkbox"/> Yes, name, address, phone number <input type="checkbox"/> No				

<p>16. HAVE YOU VISITED MONGOLIA BEFORE?</p> <p><input type="checkbox"/> Yes, date(s)</p> <p>On what purpose?</p> <p><input type="checkbox"/> No</p>	<p><input type="checkbox"/> B</p> <p><input type="checkbox"/> K</p>
<p>17. DURING YOUR STAY IN MONGOLIA</p> <p>My address</p> <p>E-mail address</p> <p>Mobile phone</p>	<p><input type="checkbox"/> KV</p> <p><input type="checkbox"/> KR</p> <p>.....</p>
<p>18. PURPOSE OF VISIT</p> <p><input type="checkbox"/> Visit / tourism <input type="checkbox"/> Official visit <input type="checkbox"/> Study <input type="checkbox"/> Work</p> <p><input type="checkbox"/> Visit family / friends <input type="checkbox"/> Conference <input type="checkbox"/> Business</p> <p><input type="checkbox"/> Transit <input type="checkbox"/> Private (<i>please specify</i>)</p> <p><input type="checkbox"/> Other (<i>please specify</i>)</p>	<p>COMMENTS</p>
<p>19. CONFIRMATION OF TRAVEL</p> <p><input type="checkbox"/> Confirmed booking of journey and place to stay / itinerary are attached</p>	
<p>20. REQUESTED VISA</p> <p><input type="checkbox"/> Single entry visa <input type="checkbox"/> Double entry visa</p> <p><input type="checkbox"/> Multiple entry visa ½ year <input type="checkbox"/> Multiple entry visa 1 year</p> <p><input type="checkbox"/> Single transit visa (1) <input type="checkbox"/> Double transit visa</p> <p>I will arrive Mongolia by <input type="checkbox"/> train <input type="checkbox"/> air <input type="checkbox"/> car</p> <p>Arrival date and will stay till</p> <p><input type="checkbox"/> Comments (<i>if needed, please use a separate piece of paper</i>)</p>	
<p>21 A. PREVIOUS APPLICATION OF VISA</p> <p>Have you ever been refused a visa to Mongolia?</p> <p><input type="checkbox"/> Yes, time and place</p> <p>Reason why?</p> <p><input type="checkbox"/> No</p> <p>21 B. Have you ever applied for a visa to Mongolia with another name?</p> <p><input type="checkbox"/> Yes, time and place</p> <p>What name?</p> <p><input type="checkbox"/> No</p>	<p>VISA OFFICER</p> <p>.....</p> <p><i>Signature</i></p>

22. CHILDREN UNDER THE AGE OF 18 TRAVELLING WITH ME *(if your child has its own passport, a separate visa application must be provided)*

	Surname	First and middle name	Date of birth	Relationship to applicant	Nationality
1.					
2.					
3.					

23. PLEASE ANSWER THE FOLLOWING QUESTIONS IF YOU COMPLETE THE APPLICATION ON BEHALF OF THE APPLICANT

- A: Your name
 B: Your relationship to the applicant
 C: Your address in Norway and phone number
 D: Your signature

24. REQUESTED VISA PROCESSING

- Regular processing of the application *(one week)*
 Express processing *(within 8 hours at double charge)*

25. ACKNOWLEDGEMENT

- ✓ I agree that my personal information on this form may be forwarded to relevant authorities in Mongolia.
 ✓ I am aware that the information I have given is otherwise treated in confidentiality and will not be shared with others.
 ✓ I declare that the information I have provided, as far as I know, is complete and correct. I understand that wrong information may cause the application to be rejected or that my granted visa is cancelled. This can further cause me to be prosecuted under Mongolian legislation during my stay.
 ✓ If the visa is granted, I agree to leave Mongolia before expiry date. My further travel and any necessary visa to the next country is my own responsibility.
 ✓ I understand that the visa is only one prerequisite for entry. If entry is denied, the visa fee will not be refunded and I will not claim compensation.
 ✓ If I have been granted a stay for more than 30 days, I confirm that I will register **within 7 days** of arrival at the Government Implementing Agency of Foreign Citizens, Khan-Uul District, 10th Khoroo, Buyant-Ukhaa, Ulaanbaatar (address per date) phone (+976) 1800 1882, e-mail: info@immigration.gov.mn
 ✓ An application for renewal of single entry visa with up to 30 days is possible once per half year and shall be delivered to the same place. When applying for an extension, you must bring your original passport, a photograph sized 3.5 x 4.5 cm, fill out the application form and pay current fees.
 ✓ If I stay in Mongolia without registering, or have not applied for an extension and stay in the country after my visa has expired, I accept that I may be fined and / or prosecuted.

I hereby declare that I have understood the terms and conditions and that I have answered the above questions correctly and completely. I understand that false or misleading information from my side may lead to a permanent rejection of all future visa applications and / or rejection upon arrival to Mongolia.

Time and place Signature

GUIDELINES FOR FILLING IN THE APPLICATION

1. YOUR APPLICATION: YOU MUST HAND IN

- a) **The completed visa application** dated and signed.
- b) **Original passport** with at least two opposing unused pages, valid for at least 6 months after scheduled departure from Mongolia. Your passport photo should look the way you look today.
- c) **One original photo 3.5 x 4.5 cm** taken less than 6 months ago.
- d) A copy of your **ticket** to / from Mongolia must be attached.
- e) A copy of your **hotel booking** or **tourist program** must be attached.
- f) **Prepayment** to the Consulate's bank account (see bottom of page), or **cash payment** upon delivery of the application. Please note that the Consulate cannot accept payment by credit card.
- g) When prepayment has been made to the account, a **copy of the payment must be enclosed**.

Please note that your application will **not** be processed if inadequately filled in, if an attachment is missing, or if payment is not made. If your application is denied, the fee will be refunded.

2. DELIVERY / RETRIEVAL

Your application must be handed in to KinaReiser AS, Hegdehaugsveien 10, Oslo, **during the Consulate's opening hours** (see our webpage for details). In winter the Consulate is only open on Tuesdays; while in summer it is open on Tuesday, Wednesday and Thursday. The application may be delivered and your passport picked up by someone other than yourself.

The Consulate **does not** accept an application or return a passport by mail.

3. TYPE OF VISA

The Consulate normally issues the following types of visa:

- I) **Single entry visa** allowing 30 days stay in Mongolia, valid for 90 days from issuing.
- II) **Double entry visa** allowing 30 days stay twice, valid for 90 days from the date of issue.
- III) **Single / double transit visa** which allows for 1 or 2 transit journeys through the country (without stopping), valid for 90 days.
- IV) **Multiple visas**. These visas allow for multiple entries and are issued with either 183 or 365 days of validity, but only after prior approval from the immigration authorities.

4. OTHER VISA CATEGORIES

The Consulate has the authority to issue a regular entry visa and transit visa without prior approval from the immigration authorities. But if you plan to work, study, attend a conference etc., your contact in Mongolia must apply on your behalf in advance. This process can be time consuming, so you should get your contact to apply for your visa in good time before your scheduled arrival. We emphasize that you do **not** have permission to work or study with only a regular / tourist visa.

5. PROCESSING TIME

The normal processing time is one week. Express visa can be obtained within 8 hours, against double fee.

6. CHARGE

A fee is payable per visa application. If several people apply at the same time and shall have the same program in Mongolia, a discount will be given per application. The visa fee is:

	<i>Single application</i>	5-10	11+
Single entry visa	835	705	565
Double entry visa	1360		
Single transit visa	660	570	480
Double transit visa	910		
Multiple visa (183 days)	1435		
Multiple visa (365 days)	2010		

A former Mongolian citizen who has taken Norwegian citizenship will only pay NOK 300. Norwegian children under 16 years of age with a Mongolian parent will only pay NOK 300 if the parent has retained his/her Mongolian citizenship. The parent's passport must be presented.

7. REGISTRATION / EXTENSION

If one wish to work or study in Mongolia, and the stay will exceed 30 days, one must register with the immigration authorities within 7 days of arrival (address: see the application form, paragraph 25). That same office in Ulaanbaatar has also the authority to extend an ordinary 30 days entry visa. This request should be made as early as possible before your visa expires, preferably at least one week in advance. Such extension may be granted once every half year.

MONGOLIAS HONORÆRE GENERALKONSULAT I NORGE

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