



BUSINESS GUEST APPLICATION FORM

1. Full Name of Applicant: _____
2. Designation/Position Title: _____
3. Citizenship Identity Card No.: _____
Contact Address: _____
Phone/Mobile No: _____ Email Address: _____

4. Details of the Guest(s):

Sl. No	Name	Nationality	Passport No.	Date of Visit	Duration	Name of the Hotel the guest is staying

If required, please use additional sheet.

5. Detailed reason(s) for visit (separate sheet may be attached if necessary):

6. Date of previous visit of any business guest(s) invited within the last two years:

Name of Sponsor/Host:

Date of visit:

i) _____

i) _____

ii) _____

ii) _____

iii) _____

iii) _____

7. Work Permit No./Work Permit Approval No. (if applicable):

8. Declaration:

I hereby declare that all the information furnished by me in this application is true and correct. I also agree to abide by the following conditions for the issue of a "Business Guest Visa" for the above mentioned person:

- (a) The visiting guest is not a tourist and in the event, it is established that the guest is a tourist I undertake to refund the entire tourist charges and bear the applicable fines as may be imposed by the relevant Agencies.
- (b) Be responsible for the cost of his/her stay in the kingdom and repatriation thereof, if necessary.
- (c) Comply with the provisions of the Immigration Act and any regulations made there under or any notification thereof for the time being in force in the kingdom of Bhutan.
- (d) Not engage in any form of employment paid or unpaid unless he/she is holding a work permit or in any business, profession or occupation or any activity and does not engage in any activities detrimental to the security, reputation and well-being of the Kingdom.

Legal
stamp

Signature of Applicant

Check list of documents required for Business Guest Visa Application:

Two sets of the following documents;

1. Visa application form signed by the guest(s)
2. Business Guest application form
3. A covering letter from the concerned agency/applicant:
4. Passport of the guest (s)
5. Work permit (if applicable)
6. A copy of valid Business license
7. A copy of Itinerary
8. Authorization letter from the company/employer of the guest(s) / Contractual agreement
9. Valid star rating certificate issued by TCB for tourist Standard hotels.
10. Credentials of the guest(s) – curriculum vitae/academic & training certificates /work experience certificates.
11. Report of the previous visit (if applicable)

Note:

1. The duration of the visa will be for the actual duration of stay or 30 days whichever is less, and an undertaking to this effect will have to be signed by the Bhutanese applicant or his/her authorized person (legal stamp required)
2. The business visa application(s) for medium and large scale industries shall be submitted to the Department of Industry, Ministry of Economic Affairs. The visa recommendation letter shall be ready within 7 working days from the date of submission.
3. Should any false or misleading information be provided or this privilege be abused then the applicant is liable to be penalized.