

Consulat de Sao Tomé et Principe à Paris

123 rue du Château, 92 100 Boulogne Billancourt, France

Tel.: +33 1 41 10 08 54 Fax.:+33 1 41 10 03 19

E-mail : contact@saotomeprincipe.fr

Required Documents for a Visa:

- 6 months valid passport ¹
- Two (2) Application forms ²
- Two (2) Photos³
- Proof of Travel Arrangements⁴
- COMPANY LETTER is required for a Business Visa, stating Purpose of Travel, contact name and phone in Sao Tome and Principe.
- Non-refundable visa fee

Submitting Time:

Between 10.00am to 12.30pm and 14.30pm to 16.30pm (Mon-Fri). No appointment needed

Processing time:

Three working days from dropping off your visa Application

¹ Your passport must be valid for at least 6 months beyond the validity of your requested visa, and at least two blank visa pages (amendments and endorsement pages cannot be used for a visa). Passports must also be in good condition and not altered in any way.

² You must provide TWO completed Visa Application Form for Sao Tome and Principe, which must be completely filled, signed and dated.

³ You must provide TWO color, passport-type photographs. The photos must be 2 inches by 2 inches and printed on photo paper, with a white background.

⁴ You must provide proof of travel arrangements for the duration of your trip. Details of your intended arrangements must include a copy of an itinerary or e-ticket showing entry and exit dates and show the traveler's full name (as printed in the passport).

Collecting Time:

Between 10.00am to 12.30pm and 14.30pm to 16.30pm (Mon-Fri).

How to submit your visa application Form?

You can bring it in person to the consulate, or in case of applying by post therefore you have to attach an empty pre-paid special delivery addressed envelope so that we can return your passport.

Visa fees:

TOURIST VISAS

- Single entry of up to 1 months Eur 20.00
- 24 hour visa PAY additional Eur10.00

BUSINESS VISAS

- Multiple entry of up 6 months Eur 60.00
- 24 hour visa PAY additional Eur10.00

*Visa fee is non-refundable.

*Enclose Prepaid Envelope or Postage for RETURN of passport by Certified or Special Delivery mail (AR ou Chronopost).

*Health Warning: we advise all people to take MALARIA'S pills in advance, before the trip

If you need any assistance with your application, please contact the mission by email: contact@saotomeprincipe.fr, or by phone at Tel: +33 1 41 10 08 54 during normal business hours.



PEDIDO DE VISTO - DEMANDE DE VISA - VISA APPLICATION

<i>Nao escreva neste espaço, para o uso oficial apenas - N'écrivez pas dans cette espace, pour l'usage officiel seulement - Do not write in this space, for official use only</i>					
Tipo de Visto:	<input type="checkbox"/>	Cortesia	Tipo de passaporte:	<input type="checkbox"/>	Diplomático
	<input type="checkbox"/>	Negócios		<input type="checkbox"/>	Seviço
	<input type="checkbox"/>	Trânsito		<input type="checkbox"/>	Ordinário
	<input type="checkbox"/>	Outros		<input type="checkbox"/>	
					Fotografia Photo

1. Nome e Apelido - Prénom et Nom - Name and Surname
2. Lugar e data da nascimento - Lieu et daye de naissance - Place and date of birth
3. Nacionalidade de origem - Nationalité d'origine - Nationality at birth
4. Nacionalidade actual - Nationalité actuelle - Present nationality
5. Profissão, estado civil - Profession, état civil - Profession, marital status
6. Morada - Adresse - Adress
7. Número de telefone - Numéro de téléphone, email où vous êtes joignable - Phone number, email where you can be reached
8. N° do passaporte, autoridade que o emitiu e data de emissão - N° du passeport, autorité qui l'a délivré et date d'émission - Passport number, issued by and date of issue
9. Termo de validade do passaporte - Le passeport est valable jusqu'à - Passport valid until
10. Duração de estadia - Durée du séjour - Lenght of stay
11. Referências em São Tomé e Príncipe - Références à São Tomé et Príncipe - References in São Tomé and Príncipe
12. Finalidade do desengate: Trânsito, turismo, negócios ou fixação de residência? - Motif du voyage : transit, tourisme, affaires ou fixation de résidence ? Purpose of trip: Transit, tourism, business or fixing residence in São Tomé and Príncipe?

Para obter un visto de negócios a secção seguinte deve ser também completada - Pour obtenir un visa d'affaires la section suivante doit aussi être complétée - To obtain a business visa the following section must also be completed:

13. Actividade por conta própria e meios de que dispõe - Activité professionnelle indépendante et moyens disponibles Self employed and financial means
14. Entidade patronal - Employeur - Employer
15. Entidades donde provêm os documentos anexos - Provenance de la documentation annexée - Documents attached to this form, issued by

Assinatura - Signature

Data - Date

REPÚBLICA DEMOCRÁTICA



DE SÃO TOMÉ E PRÍNCIPE

(Unidade – Disciplina – Trabalho)

CONSULAT HONORAIRE A PARIS

FORMALITES POUR L'OBTENTION DU VISA

VISA TOURISME 1 ENTREE 30 JOURS : 20 Euros

Valable 120 jours à partir de la date d'émission

Séjour sur place de max. 1 mois

VISA D'AFFAIRES ENTREES MULTIPLES 180 JOURS : 60 Euros

Valable 06 mois à partir de la date d'émission

Séjour sur place de 90 jours max. à chaque entrée

Documents à fournir

- Passeport (validité minimum : 06 mois après la date d'expiration du Visa)
- 2 Photos d'identité
- 1 formulaire dûment remplis et signés en double exemplaire
- Attestation d'émission de billet aller/retour ou copie du billet
- Visa d'affaires : lettre de mission de société

Délai de traitement des demandes de visa

- En procédure ordinaire : 3 jours
- En procédure d'urgence : 24 heures (supplément 10)

Pour toute demande faite par correspondance, joindre au dossier de demande de visa une enveloppe de retour préaffranchie (courrier type recommandé AR ou Chronopost).

Le paiement du visa est exigible lors du dépôt dossier par chèque bancaire ou en virement bancaire :

L'horaire du Consulat : 10H00 à 12H30 et 14H30 à 16H30