



## KYRGYZSTAN VISA STEP-BY-STEP GUIDE

Thank you for considering **Travel & Visa Pro** for your KYRGYZSTAN Visa Travel needs. You'll make an excellent choice if you use our services since our agency specializes in expediting Kyrgyzstan visas. Our travel professionals help you avoid delays, save money and time. Please follow our *FOUR Steps instructions*.

*We must receive all required documents by our office before expediting your visa to Kyrgyzstan*

### **STEP ONE: Obtain, Complete, and SIGN these documents**

- **A Valid Passport:** You have to MAIL us your current valid and signed passport. Passport should be valid at least SIX (6) months after your departure from Kyrgyzstan. Also, you should make sure you have at least ONE (1) completely blank page for visas in your passport.  
If your passport is about to expire or needs more pages, please contact us and we will help to obtain new, renew or add pages to Your passport.
- **One Passport Style Photograph:** We advice to go to a passport photographer since she/he is familiar with passport style photograph requirements. Photographs must be 2x2 inches in size. If you have a digital photograph, you can email it to [info@travelvisapro.com](mailto:info@travelvisapro.com) with Your First and Last name in subject line.
- **Visa Questionnaire/Application** Please COMPLETE and SIGN Your Kyrgyzstan visa application form. We ask you to fill as much info as possible, but if you are not sure what to write for one question or the other please leave it blank. We will fill it ourselves rather than you fill incorrect information. You can always call **1-888-470-VISA (8472)** with your questions. Application is enclosed.
- **Travel & Visa Pro Visa Order Form** Please complete Travel & Visa Pro Visa Order Form (see *table below for processing time and fess*). This form gives us your name, address, exact shipping address for visa, and payment method. You do not have to fill order form for each applicant. If all visas are to be mailed to the same address, we just need one form and payment. Form is enclosed.
- **A Copy of Roundtrip ticket/itinerary:** It must contain the name of passenger. If you don't have one, we will be glad to provide you one. **Additional \$15 Reservation FEE** will be added to your request
- **Visa Sponsorship/Invitation Letter/Confirmation/Voucher from Kyrgyzstan:** You do not need to worry about it. Our complete visa service package includes Letter of Invitation (a.k.a. Confirmation, Voucher) for both business and tourist visas. If you have your invitation letter, please call us.
- **Emergency/Rush Service Shipping Advice:** We encourage you to use FedEx "FIRST AM OVERNIGHT" Service for Emergency/Rush orders, so we could submit your application same day. If you use other Morning delivery and the package comes late, we won't be able to submit your order on the same day.

#### **In San Francisco:**

2021 Fillmore St  
San Francisco, CA 94115  
Local: (415) 229-3210  
Email: [info@travelvisapro.com](mailto:info@travelvisapro.com)

#### **In Washington DC:**

1802 Vernon St NW  
Washington, DC 20009  
Local: (202) 684 7150  
Email: [dc@travelvisapro.com](mailto:dc@travelvisapro.com)

#### **In Houston, TX:**

3401 Louisiana St, Ste 130  
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Local: (713) 936 0773  
Email: [houston@travelvisapro.com](mailto:houston@travelvisapro.com)

#### **In Los Angeles:**

373 S Doheny Dr, Ste B  
Beverly Hills, CA 90211  
Local: (310) 878 2590  
Email: [la@travelvisapro.com](mailto:la@travelvisapro.com)



## STEP TWO: Select Return Shipping method:

In order to keep our prices competitive, we ask you to pay for your visa return shipping from Kyrgyzstann consulate to your address. Because we use our FedEx account regularly, we get volume discounts and are willing to share them with you. Please select your preferred return shipping method and add *SHIPPING FEE* to your payment.

**IMPORTANT:** Fees are given per address and includes shipment of up to THREE passports/visas. If you have FOUR passports or more going to the same address, please **add \$15.00:**

- o **FREE** -- Include Prepaid Self-Addressed Envelope
- o **\$15.00** -- FedEx Express Saver (4.30PM delivery on 3<sup>rd</sup> business day)
- o **\$20.00** -- FedEx Standard Overnight (3.00PM delivery on next business day)
- o **\$25.00** -- FedEx Priority Overnight (10.30AM delivery on next business day)
- o **\$39.00** -- FedEx SATURDAY Priority Overnight (12noon delivery on Saturday)
- o **\$39.00** -- FedEx Standard Overnight to HI, AK, PR (3.00PM delivery on next business day)
- o **\$39.00+** - FedEx INTERNATIONAL Priority Overnight(12noon delivery to Canada)



## STEP THREE: Make a Payment:

Please add shipping and our visa expediting fees (see table below) together and provide us with payment. We accept the following payment types:

- By Credit Card (Visa, Mastercard, Amex).
- By Check/Money Order. Make checks payable to "TRAVEL AND VISA PRO"
- By PayPal: Send payments to [info@travelvisapro.com](mailto:info@travelvisapro.com)

### ALL PROCESSING TIMES ARE GIVEN IN BUSINESS DAYS

(5 BUSINESS DAYS PER WEEK MAX OR FEWER IF THERE ARE ANY HOLIDAYS)

**OUR CONSULAR FEE INCLUDES: OFFICIAL CONSULAR AND OFFICIAL VISA SUPPORT (i.e. INVITATION LETTER) FEES. DON'T GET TRICKED BY MANY OTHER COMPANIES. THEY OFFER LOWER PRICES, BUT ADD EXTRA FOR INVITATION/VISA SUPPORT LATER!**

KYRGYZSTANN TOURIST VISA (valid up to 30 calendar days)		
Processing type->	RUSH	BUDGET
Processing time -->	THREE DAYS	TEN DAYS
Single ENTRY	<b>\$200 + \$79 = \$279</b>	<b>\$100 + \$39 = \$139</b>
Double ENTRY	<b>\$230 + \$79 = \$309</b>	<b>\$115 + \$39 = \$154</b>
KYRGYZSTANN BUSIENESS VISA (valid up to 30 calendar days)		
Single ENTRY	<b>\$220 + \$79 = \$299</b>	<b>\$110 + \$39 = \$149</b>
Double ENTRY	<b>\$240 + \$79 = \$319</b>	<b>\$120 + \$39 = \$159</b>

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## NEW SERVICE

**FREE PASSPORT  
REPLACEMENT COVERAGE  
FOR \$9.99 per person**

This affordable passport replacement program offers **FREE** replacement of your passport if it has been lost, stolen, or damaged – for total up to **\$299 in free services**. Upon receipt of your claim, we will secure the fastest speed necessary to process your passport. Please read complete terms and conditions of the program at <http://www.travelvisapro.com/index.php?travel,do.index>.



Travel Visa Pro

## STEP FOUR: Mail your application

Please mail all required documents to us. See document checklist below. We recommend you to send your paperwork via traceable, overnight delivery service such as FedEx, DHL, USPS Express or similar courier.

**Attn: Visa Dept.  
Travel & Visa Pro  
1802 Vernon St NW,  
Washington, DC 20009**

### IMPORTANT SHIPPING ADVICE:

If you need to order passport assistance (e.g. New Passport, Add Pages, Renewal, etc.) before we can process your visa, please mail your package to our Passport Center in San Francisco (do not mail your documents to DC OFFICE):  
**Travel Visa Pro, 2021 Fillmore Street, San Francisco, CA 94115 (415)-229-3210**

### Required document checklist:

- ✓ Passport
- ✓ Photograph
- ✓ Visa Order Form
- ✓ Visa Application (please do not forget to sign)
- ✓ Travel Itinerary

**TERMS AND CONDITIONS:** Travel & Visa Pro acts only as an agent, and only Embassy/consular officials and U.S. Passport Office agents make the final determination when deciding how fast a visa or passport will be issued and for what period of time (validity) visas can be issued. U.S. Passport Services reserve the right to prioritize the processing according to the departure date provided by the applicant. Embassy/consulate officials also have the right to ask for additional documentation in order to issue a passport or visa. Travel & Visa Pro accepts no responsibility for the services of the Passport Agency or Embassy/Consulate in connection with the granting of passports or visas, nor for any delays, loss of passports or other materials occasioned by such services or by any delivery services such as FedEx, UPS, or the US Postal Service. Damage compensation is not available. In the case where a visa or passport application has been canceled or rejected, the service fee will be non refundable. In case mistake is made on our part in dates/names, please notify us within 12 hours after receipt of your visa for necessary corrections to be made. If your trip has been postponed or dates are changed, some consulates permit visa correction for a fee. An administrative fee of \$17 will be added to all cancelled orders.

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# TRAVEL & VISA PRO ORDER FORM

Call us for assistance – 866-378-1722  
Fax – 866-511-7599

[www.TravelVisaPro.com](http://www.TravelVisaPro.com)  
[info@TravelVisaPro.com](mailto:info@TravelVisaPro.com)

## TRAVELER(S) INFORMATION:

## REFERRED BY: \_\_\_\_\_

Date Passport(s) must be back in your possession or date of your next international trip: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
mm dd yyyy

Exact Dates Visa will be valid for: **ENTRY** \_\_\_\_ / \_\_\_\_ / \_\_\_\_ **EXIT** \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
mm dd yyyy mm dd yyyy

Traveler #1 Name: \_\_\_\_\_  
First Last

Traveler #3 Name: \_\_\_\_\_  
First Last

Traveler #2 Name: \_\_\_\_\_  
First Last

Traveler #4 Name: \_\_\_\_\_  
First Last

## RETURN DOCUMENTS TO THIS ADDRESS:

Contact Name: \_\_\_\_\_ Company: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
NO P.O. BOXES

E-mail: \_\_\_\_\_ Signature Required for Delivery?  YES  NO

Phone: \_(\_\_\_\_)\_\_\_\_\_ Cell: \_(\_\_\_\_)\_\_\_\_\_ Fax: \_(\_\_\_\_)\_\_\_\_\_

- Shipping Method :**
- |                          |                                     |                          |   |
|--------------------------|-------------------------------------|--------------------------|---|
| <input type="checkbox"/> | + \$0 (will include my own postage) | <input type="checkbox"/> | + \$39 FedEx Standard Overnight<br>to states of HI, AK, or PR |
| <input type="checkbox"/> | + \$15 FedEx Express Saver          | <input type="checkbox"/> | + \$39 SATURDAY FedEx Overnight                               |
| <input type="checkbox"/> | + \$20 FedEx Standard Overnight     | <input type="checkbox"/> | + from \$39 for International FedEx                           |
| <input type="checkbox"/> | + \$25 FedEx Priority Overnight     |                          |   |

**SERVICES REQUESTED:** Select the type of service you request by placing check mark in the appropriate box

**COUNTRY** (visa is for): \_\_\_\_\_ **Visas Type:**  TOURIST  BUSINESS  OTHER \_\_\_\_\_

**Processing time:** (see country specific and available options): **ENTER NUMBER OF DAYS:** \_\_\_\_\_

**Number of Entries:**  SINGLE (one entry, one exit)  DOUBLE (two entries, two exits)  MULTIPLE (unlimited)

**Visa Validity (in months):**  ONE  THREE  SIX  TWELVE  OTHER \_\_\_\_\_

**PLEASE ADD FREE PASSPORT REPLACEMENT COVERAGE FOR \$9.99.** By checking this box, I agree to enroll into passport replacement program. I authorize Travel Visa Pro to add \$9.99 charge per person to other fees paid. I have read and understood all terms and conditions of the program which are posted at [http://www.travelvisapro.com/index.php?travel\\_do\\_index](http://www.travelvisapro.com/index.php?travel_do_index).

**PAYMENT METHOD FOR APPLICABLE FEES:** please enter total HERE: \$ \_\_\_\_\_

**PAID BY**  Credit Card  Money Order  PayPal  Check #: \_\_\_\_\_

I hereby authorize Travel & Visa Pro to charge the cost of its professional visa and passport services to the following card. I agree to pay this amount to my credit card company and agree to terms and conditions. I understand that requirements, fees, and processing times are subject to change without prior notice and all fees are non-refundable. An administrative fee of \$17 will be added to cancelled orders.

Name on Card: \_\_\_\_\_ Signature: \_\_\_\_\_

Credit Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_ / \_\_\_\_ Security Code: \_\_\_\_\_  
mm yyyy

Billing Address:  Same as Shipping  Other: \_\_\_\_\_

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# CONSULATE OF THE KYRGYZ REPUBLIC

Embassy of the Kyrgyz Republic  
 2360 Massachusetts Ave., N.W., Washington, DC 20008  
 Tel: (202) 449-9822; Fax: (202) 386-7550  
 E-mail: [consul@kgembassy.org](mailto:consul@kgembassy.org)  
 Internet: <http://www.kgembassy.org>

affix the  
photo here

## VISA APPLICATION FORM

(Application form must be typed or written in block letters)

Citizenship:		Passport number:		Expiration date:		Type:													
Last name (in capital letters)			First			Middle name(s)													
Date of Birth:		Place of Birth:		Sex:															
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Name of spouse:		Contact organization or private host in Kyrgyzstan, including address and tel.:																	
Purpose of trip: <input type="checkbox"/> Business <input type="checkbox"/> Pleasure																			
Specific purpose of visit																			
Type of visa requested:																			
Transit		Single entry <input type="checkbox"/>		Tourist <input type="checkbox"/>		Double-entry <input type="checkbox"/>		Multiple entry (1 year) <input type="checkbox"/>											
Intended duration																			
From:				Until:															
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Occupation, office address:				Permanent address:															
Tel:				Tel:															
Dates of all previous visits to the Kyrgyz Republic:																			
I declare that the data given in this application are correct and comprehensive.																			
_____ Signature				_____ Date															

(For official use only)

Номер:  
 Дата поступления:  
 Дата выдачи:  
 Сроком с:  
 Сроком до:  
 Категория:  
 Дип Служ Обыкн Тур  
 Вид:  
 Транз Одн Двукр Многокр  
 ..... дней  
 ..... мес  
 ..... год

Примечание:

№