EMBASSY OF THE REPUBLIC OF CAMEROON Tél. : (202) 265-8790

Fax : (202) 265-8790 Fax : (202) 387-3826 Email: cs@cameroonembassyusa.org



## AMBASSADE DE LA REPUBLIQUE DU CAMEROUN 2349 Massachusetts Avenue N.W.

Washington, DC 20008

# **CAMEROONIAN VISA REQUIREMENTS**

### ATTENTION: PLEASE READ THIS DOCUMENT IN ITS ENTIRETY AS YOU PREPARE YOUR VISA APPLICATION FILE

(1) <u>ELIGIBILITY</u>: Applicants WHO ARE ELIGIBLE to obtain a visa at the Embassy of Cameroon in Washington, DC are residents or citizens of one of the countries in the jurisdiction of this Embassy (UNITED STATES OF AMERICA, MEXICO, COSTA RICA, or the Commonwealth of the BAHAMAS), or legal residents of one of those countries under a current nonimmigrant, student/exchange visitor or work visa status, or dependents of individuals who have such residency status. Individuals who are visitors in our jurisdiction ARE NOT ELIGIBLE!

#### (2) APPLICATION PROCEDURE AND PROCESSING TIME:

a. <u>Holders of regular/tourist passports</u>: Apply by mail only! It is not possible to schedule an in-person appointment. The processing time is seven (07) business days for regular visas, and between 24-48 hours for express visas, <u>once a complete application is received</u>.

b. <u>Holders of Service/Official and Diplomatic passports or United Nations Laissez-Passer (UNLP)</u>: apply by mail, or on a walk-in basis at the Embassy of Cameroon located at 2349 Massachusetts Ave NW, Washington, DC 20008, on Mondays and Thursdays <u>only for drop-offs between</u> <u>09:30am and 12:30pm</u>. The processing time is three (03) or more business days from the time a complete application is received.

c. In some cases, the processing of a request may require a longer processing time. Please plan your trip accordingly: APPLY EARLY!

#### (3) <u>TYPES OF VISAS AND APPLICABLE FEES:</u>

VISA TYPE	FEES (*)	ENTRIES (**)	PURPOSE OF TRAVEL	PROCESSING TIME	
Regular Visa valid for UP TO SIX (06) MONTHS	\$181.82	Single or Tourism, Business, Visits, Volunteering,		Seven (07) business days	
Express Visa valid for UP TO SIX (06) MONTHS	\$272.73	Multiple	Studies, Internship, Transit	24-48 hours	
Regular Visa valid for UP TO ONE (01) YEAR	\$272.73	Multiple	Business, Visits, Volunteering, Studies,	Seven (07) business days	
Express Visa valid for UP TO ONE (01) YEAR	\$363.64		Internship	24-48 hours	
Courtesy or Diplomatic visa valid for UP TO SIX (06) MONTHS (for all officials), UP TO ONE (01) YEAR for U.S. officials and diplomats only	FREE OF CHARGE	Single or Multiple	For diplomats, government officials and members of international organizations holders of UNLPs, diplomatic or official passports	Three (03) or more business days	

(\*) Fees are payable with a money order or cashiers check made payable to "Embassy of Cameroon". Payments by check, credit card and electronic payments are not accepted at this time.

(\*\*) All travelers may request single-entry or multiple-entries visa. Please note that the number of entries will ultimately be granted as deemed appropriate by the Embassy of Cameroon in Washington, DC.

(4) <u>WHEN TO APPLY:</u> <u>NO MORE THAN 90 DAYS</u> before the intended date of arrival in Cameroon. Do not wait until the last minute, but rather apply early to account for any unforeseen delays.

#### (5) WHERE TO APPLY:

Mail your complete application in a trackable envelope to: (PLEASE KEEP YOUR TRACKING NUMBERS TO AND FRO FOR YOUR RECORDS) EMBASSY OF CAMEROON Attn: CONSULAR SECTION – VISA 2349 MASSACHUSETTS AVENUE NW WASHINGTON, DC 20008

**<u>Note</u>**: In the case of families, multiple applications can be submitted in the same package with a single, trackable return envelope. However, a separate payment (money order) is required for each application.

#### (6) WHAT TO SUBMIT:

- 1. Until further notice, provide supporting documentation justifying the emergency travel to Cameroon (See the "Border Closure <u>Update</u>" in the complete list of visa requirements or the <u>public notice of October 06, 2020</u> on the Embassy website).
- 2. A <u>prepaid return envelope with tracking number</u> (KEEP THE RETURN TRACKING NUMBER FOR YOUR RECORDS!) with the Embassy's information as the sender, and the applicant information as the recipient. <u>Any application submitted without a trackable return envelope is at the applicant's risk and responsibility!</u>
- 3. Original passport with validity period of at least Six (6) months beyond the projected expiration date of the visa;
- 4. Two (02) copies of the visa application form below with both pages filled-out entirely, signed by the applicant. In the case of under-aged applicants, a parent or legal guardian must sign the application forms.
- 5. Two (02) identical passport-size recent color photographs with white background. See Photo Requirements below:
  - Size: 2 inches by 2 inches; the head should make about 3/4 of the surface of the photo, should be positioned directly facing the camera, with the eyes open and looking at the camera;
    - Natural facial expression (mouth closed, no smiling or frowning);
    - Neck, chin, nose, forehead, and both ears clearly visible; Eyeglasses, face covering, and head/hair accessories prohibited. Note: Photos that do not meet these requirements will be REJECTED!

- 6. Copy of flight/trip reservation from airline or travel agency confirming the trip itinerary to Cameroon. A travel document cannot be issued without this document and <u>Failure to provide it will lead to the rejection of the file.</u> Take note of the following:
  - A Travelers are advised to make only a reservation and not to purchase their ticket until the travel document is issued.
  - A Please check your reservation to verify that the time between the date of submission of your request to the Embassy and your arrival in Cameroon is LESS THAN 90 DAYS.
- 7. Copy of vaccination certificate showing proof of yellow fever immunization (*not required for infants under 1 year old*). Provide a copy of your vaccination certificate that <u>clearly</u> shows a YELLOW FEVER/FIEVRE JAUNE/STAMARIL vaccine, NOT OTHER VACCINATIONS. If not immunized against yellow fever, get vaccinated prior to submitting your application file. If you cannot get a yellow fever vaccine for medical reasons, please provide a signed and stamped note from your primary care provider.
- 8. <u>Naturalized U.S. citizens born in Cameroon</u>: If applying for a visa for the first time, surrender the former Cameroonian passport. If you obtained a visa from this Embassy previously, please submit photocopies of previous passport(s) and Cameroonian entry visa(s); If the old Cameroonian passport is lost, provide a police report as proof/evidence.
- 9. <u>Eligible non-U.S. citizens:</u> Please Provide:
  - For permanent residents in the United States: a COPY front and back of the green card;
  - Foreigners with a non-immigrant U.S. visa and their dependents (e.g.: H1B/H4, G1, G4, etc.): provide a photocopy of said visa.
  - For applicants with a pending case with the U.S. Citizenship and Immigration Service: provide any set of documents justifying that a procedure of adjustment of status is in progress;
  - <u>International students and their dependents (F1/F2 visas)</u>: COPY of most recent form I-20, and letter from the International Students Office of the school confirming a current enrollment under the F-1 status;
  - Exchange visitors and their dependents (J1/J2): COPY of current form DS-2019;
  - <u>For other cases:</u> provide a copy of any available/relevant immigration documents.
- 10. <u>All prospective travelers WHO ARE NOT of Cameroonian origin:</u> Please provide a recent bank statement OR a letter of invitation from the inviting party in Cameroon, legalized by the Police.
- 11. <u>VISA FEES</u>: Submit a money order or cashier's check payable to "Embassy of Cameroon". Payments by check, credit cards or electronic payments <u>ARE NOT</u> accepted at this time.
- 12. Visas for minors (Under 18 years old): Please provide:
  - A photocopy of the minor applicant's birth certificate
    - <u>A notarized letter of support jointly signed by both parents/legal guardians.</u> If both parents cannot submit a jointly signed letter of support, each can submit their own notarized letter of support separately. This letter of support must specify that the parents/legal guardians are in agreement with the minor child's travel to Cameroon, and Who will be traveling with the minor.
      - If the father's name is not mentioned on the birth certificate and the mother's name only appears, she alone will submit this document.
      - Legal guardians (who are not the biological parents) must provide photocopies of official documents assigning guardianship to them.
      - If a parent/legal guardian is NOT physically present in the United States:
        - (a) Parents/legal guardians who are in Cameroon must provide a parental authorization legalized by the Police along with certified copies of their Cameroonian passport or national identity card. Scanned copies are acceptable.
        - (b) Parent(s)/legal guardian(s) neither in the United States nor in Cameroon must legalize their letter of support at the nearest Cameroonian Embassy or Consulate along with copies of their Cameroonian passport.
  - For parents/legal guardians, copies of valid identification document (identification card, passport or other) and proof of residency status in the United States (valid visa, green card, I-20 form for students...).
- 13. Justification of the purpose of the visit and evidence of the means and conditions of subsistence for the type of visa requested, and for expected duration of stay in Cameroon. Note that this is not required for travelers of Cameroonian origin applying for the visa valid for up to six (06) months; but for the visa of up to one (01) year, travelers of Cameroonian origin must provide the necessary documents (specifically, documentation confirming a stay in Cameroon exceeding 6 months).
  - a. <u>Tourism:</u> (1) Copy of document(s) from airline or travel agency confirming the trip itinerary to and from Cameroon (2) Recent bank statement from the prospective traveler or proof of sufficient resources during the stay in Cameroon (3) Proof of accommodation (hotel reservation, letter of invitation from a tour operator legalized by the Police).
  - <u>Business:</u> Please provide one or more of the following: (1) Company letter guaranteeing financial and legal responsibilities for the traveler for a duration of stay in Cameroon that must be explicitly specified in the letter (up to six (06) months or up to one (01) year depending on the case). (2) Warranty of repatriation. (3) Letter of introduction from well identified business partner(s) in Cameroon, legalized by Immigration or Police Authorities. (4) Business contract between traveler(s) and partner(s) in Cameroon, undersigned by Administrative or Immigration Authorities. (5) An authorization, when required, issued by competent Authorities to practice a liberal profession or to promote farming, pastoral, industrial, commercial, artisanal, or other activities.
  - c. <u>Visits:</u> (1) Letter of invitation from the inviting party legalized by the Police, or invitation to an event organized on the National territory.
     (2) Proof of hotel reservation, valid for the expected duration of stay or Certificate of Accommodation issued by the inviting party, and legalized by territorially competent Immigration or Police Authorities. (3) Proof of marital or parental relationship respectively for a spouse or a child of a Cameroonian citizen, or a U.S. citizen of Cameroonian origin (examples: copy of marriage license or birth certificate, copy of spouse or parent's passport or birth certificate, any combination of documents permitting to establish the relationship).
  - d. <u>Studies:</u> (1) Letter from the student's American school acknowledging the student's trip to Cameroon. (2) Acceptation letter or admission certificate issued by school officials in Cameroon. (3) Bank statement or letter from the student or the student sponsor's bank confirming that sufficient resources are available to be used by the student during their stay in Cameroon.
  - e. <u>Internships/Volunteering</u>: Internship program acceptance letter legalized by the police for interns, or letter of confirmation for a volunteering opportunity in Cameroon for volunteers, also legalized by the police.
  - f. <u>Transit:</u> (1) Copy of document(s) from airline or travel agency confirming that a ticket for continuing the trip to the intended destination is available (2) Visa from the country of destination, obtained prior to submitting a Transit visa request.
  - g. <u>Official Business (Courtesy visa) and Diplomatic:</u> (1) Diplomatic note or official request from Government, or from international or governmental organization (2) Warrant for mission or mission order when applicable.
- 14. Any additional document(s) deemed necessary for the processing of the request.

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## AMBASSADE DE LA REPUBLIQUE DU CAMEROUN

2349 Massachusetts Avenue N.W. Washington, DC 20008 www.cameroonembassyusa.org

# VISA APPLICATION / DEMANDE DE VISA

(WRITE IN CAPITAL LETTERS ONLY / ECRIRE EN LETTRES MAJUSCULES SEULEMENT)

PLEASE FILL OUT THIS APPLICATION FORM IN ITS ENTIRETY (PAGES 1&2 – SECTIONS 1 THROUGH 11) BY PROVIDING THE REQUESTED INFORMATION VEUILLEZ REMPLIR LE PRESENT FORMULAIRE DANS SON ENTIRETE (PAGES 1&2 – DES SECTIONS 1 A 11) EN FOURNISSANT LES INFORMATIONS REQUISES

1			TRAVELER'S IDENTITY	/ IDENTITE DU VOYA	GEUR				
	Surname:Given Name(s):								
	Nom de Famille			Prénom(s)			Photograph		
	· · · —			Date of Birth:			(Staple or glue the photo)		
	Nom de Jeune Fille			Date de Naissance	Day/Jour Month/Moi	is Year/Année			
	Sex / Sexe:		🗆 Female				2 inches X 2 inches		
	Place of Birth:			State:					
	Lieu de Naissance	Ville		Etat	Pays		Dhatagraphia		
	Citizenship:			Current: Actuelle			Photographie		
	Nationalité	Origine					(Agrafer ou coller la photo)		
			aturalization (*): laturalisation Day/Jo			licable s'applique			
L		Dute de N	lataransation Day,jo	ur wonth/wors real/Ar	inee Si teiu	s upplique			
l									
	Parents' Names :				Mother:				
	Noms des Parents	Père			Mère				
	Marital Status:		Single/Célibataire			Divorced/Divorc	ré(e) 🗌 Widow(er)/ <i>Veuf(ve</i>		
	Situation Matrimoni	ale	Unmarried but Livin	ng with a Partner <sup>(a)</sup> /P	as Marié(e) mais Viva	int en Couple			
L	(a) Spouse's or partne	r's name, s	ex and phone number:						
L	Nom, sexe et numéro	de télépho	one de l'époux(se) ou du	ı(de la) partenaire <u></u>					
L	Children:	Number		Age Rang	e: □0-5	$\Box 5 - 10  \Box 10 - 1$	15 🗌 Over 15 / Plus de 15		
L	Enfants	Nombre		Age Rang					
┢									
			<u>TF</u>	AVELER'S PASSPORT	/ PASSEPORT DU VO	DYAGEUR			
	Passport N°:		Passport T	ype:	Issuing (	g Country / Authority:			
L	№ de Passeport					ays/ Autorité Emettrice			
L	Date of Issue:	Date of Expiration:F				lace of Issue:			
L	Date de Délivrance		Date d'Exp	piration	Lieu de L	Délivrance			
F									
	Profession:Employer:					Military Status:			
L	Profession			Employeur		Situation Militaire			
Γ			Church Addusse						
1	Traveler's Address: Adresse du voyageu		Street Address <i>Rue</i>				Apt. Nº: Nº d'Apt		
L	Auresse uu voyuyeu				State:	Zin Code	Country:		
L			Ville			Code Zip	Pays		
L	Contact Information	in the USA	Phone #: ( )			•	,_		
	Contact aux Etats-U		Nº de téléphone		E				
	Emergency Contact: N		Name		Phone #. ( )	Relatior	nship		
l			Nom Nº de Téléph		Nº de Téléphone	ne Lien / Relation			
F									
	TYPE AND DURATION OF VISA REQUESTED / NATURE ET DUREE DU VISA SOLLICITE								
L	Reason(s) for Traveli	ng:	Tourism/Tourisme	Business/Affaires	Studies/Etudes	Family/Famille	□ Visit/ <i>Visite</i>		
L	Motif(s) du Voyage	0	Official/Officiel	Transit/ <i>Transit</i>	Other/Autre:				
L	Length of stay:			_Days	6 Months	1 Year	Other:		
	Durée du séjour		<u> </u>	Jours	6 Mois	1 An	Autre		
L	Number of Entries:		Single/Unique	<ul> <li>Multiple/Multiple</li> </ul>					
	Number of Entries: Nombre d'entrées		Single/Unique						
┡									
l			RESERVED	TO THE CONSULAR	SERVICE / RESERVE A	U SERVICE CONSULAI	RE		
1									

7.	7. <u>TRAVEL ITINERARY / ITINERAIRE DE VOYAGE</u>									
		untry):			(DD/MM/YYYY):					
	Lieu de départ (Ville/Etat/Pays)			Date de départ (л/мм						
	Transiting through (List	Transiting through (List airports, cities and countries, and transit dates) / Transitant par (Citer les aéroports, villes et pays, et les dates de transit)								
	Place of entry in Cameroon:		Date of entry (DD/MM/YYYY):	By Par voie	Air Land	Sea				
		Lieu d'entrée au Cameroun Date d'entrée (IJ/MM/AAA			Aérienne Terrestre	Maritime				
	Place of departure from Cameroon Lieu de départ du Cameroun		Date of departure (DD/MM/YYYY): Date de départ (JJ/MM/AAAA)	By Par voie	Air Land Aérienne Terrestre	Sea Maritime				
8.	REFERENCES IN CA	MEROON AND ADDRESS	DURING YOUR STAY / REFERENCES	AU CAMEROUN ET ADRESSI	E PENDANT VOTRE SEJOU	<u>R</u>				
	<ul> <li>Notes:</li> <li>(1) When indicating the addresses/destinations: specify the quarter/village/area, the city and region, any landmark near the location.</li> <li>(2) In case of multiple references/relatives or addresses/destinations during your stay in Cameroon: type the additional information on a separate letter-size shows a separate letter-</li></ul>									
<ul> <li>of paper titled "Section 8 – Addendum: Additional References/Relatives" or "Section 8: Addendum: Additional Addresses/Destinations".</li> <li><u>Notes:</u> <ul> <li>(1) Lorsque vous spécifiez les adresses/destinations: précisez le quartier, la zone ou le village, la ville et la région, tout point de repère reconnu à proximit</li> <li>(2) En cas de références/attaches familiales ou bien adresses/destinations multiples pendant votre séjour au Cameroun: saisir les informations addition feuille de papier de format lettre et inscrire comme titre « Section 8 – Addendum : Références/Attaches Familiales Additionnelles » ou bien « Section 8 – Addendum : Références/Attaches Familiales Additionnelles ».</li> </ul> </li> </ul>										
	References in Cameroon:	Name of individual and	d/or organization:							
	References in Cameroon	Nom de l'individu et/o	5							
		Adresse								
		Phone #: () <i>№ de Téléphone</i>	E-mail:	Relations <i>Lien / Rel</i>						
	Address/destination during		Name of Individual / Organization / H	-						
	your stay in Cameroon :	Sous-couvert	Nom de l'individu / l'Organisation / l'							
	Adresse/destination pendant Votre séjour au Cameroun	Address: Adresse								
			Phone #: ()   E-mail:   Relationship:     Nº de Téléphone   Lien / Relation			p:				
	Relativos in Comoroon.	•								
	Relatives in Cameroon: Attaches familiales au	Nom			Relationship Lien de parenté					
	Cameroun	Address: Adresse								
9.										
	Have you ever visited Cameroo Avez-vous déjà visité le Camero		te(s)?							
	Have you ever made an uninterrupted stay of more than three (03) months in Cameroon?   YES/OUI <sup>(b)</sup> NO/NON Avez-vous déjà habité le Cameroun pendant plus de trois (03) mois sans interruption ?									
		•	the second state of the se							
Give names and addresses of businessmen/manufacturers you wish to meet if this is a business trip Indiquez les noms et adresses des commerçants/industriels que vous désirez rencontrer s'il s'agit d'un voyage d'affaires:										
	Do you intend to establish a bu			□ YES/ <i>OUI<sup>l</sup><sup>g</sup></i> □ NO/ <i>NON</i>						
Comptez-vous installer au Cameroun un commerce ou une industrie ? (c) Please specify/explain :										
	Veuillez Spécifier/Expliquer									
10.	permanently and to leave the Vous engagez-vous à n'accept	Cameroonian territory at er aucun emploi rémunére	a salary or for room and board during the expiration of the visa that may be é ou au pair durant votre séjour au Co	e granted to you? meroun, à ne pas chercher	à vous y installer définitive					
	à quitter le territoire à l'expira	uon du visu qui vous sera	ביכוונעפוופווופווג ענגטועפי	□ YES/OUI	□ NO/NON					
11.	<ul> <li>My signature engages my responsibility and exposes me, in case of false statements, to being denied any Cameroonian visa in the future, in addition to any penalties imposed by law.</li> <li>Ma signature engage ma responsabilité et m'expose, en sus de poursuites prévues par la loi en cas de fausse déclaration, à me voir refuser tout visa camerounais à l'avenir.</li> </ul>									
	<ul> <li>A form that is not properly filled-out will not be considered and is subject to rejection.</li> <li>Un formulaire mal rempli ne sera pas pris en considération et fera l'objet d'un renvoi.</li> </ul>									
	Signature (Must be that of the (Doit être celle du a		lian if the applicant is a minor) égal si le demandeur est mineur)	Date						