



BAHRAIN - BUSINESS VISA REQUIREMENTS

VISA REQUIRED



YOUR VISA SELECTION

NATIONALITY: UNITED KINGDOM

DESTINATION: BAHRAIN

PURPOSE OF TRIP: BUSINESS





IMPORTANT / E-VISA APPLICATION



VISA VALIDITY

- 3 months, single entry (MAXIMUM STAY OF 14 DAYS)
- 3 months, multiple entry (MAXIMUM STAY OF 30 DAYS)
- 1 year, multiple entry (MAXIMUM STAY OF 90 DAYS)

AN EXTENSION CAN BE OBTAINED BY VISITING THE NPRA MAIN OFFICE IN MANAMA (EXHIBITIONS AVENUE, BUILDING ONE, ON THE GROUND FLOOR) OR MUHARRAQ AT THE MOI SERVICE CENTER (BUILDING: 378 SHEIKH HAMAD STREET COMPLEX 211) AND PAYING AN EXTENSION FEE. HOWEVER ISSUANCE IS SUBJECT TO IN-COUNTRY VISA OFFICER DISCRETION.

YOU MUST ALSO USE A BAHRAIN EVISA WITHIN 90 DAYS OF ITS APPROVAL.

All visa issuance is subject to consular discretion.



E-VISA ISSUANCE

The Bahrain E-Visa is issued electronically, therefore you will not receive a vignette / visa sticker endorsement in your passport. Once approved, Global Visas will email you a copy of the E-Visa confirmation with all final instructions.



FILE FORMATS

Please note that copies of all documents for upload to the online Bahrain E-Visa system must be in the following format:

- BMP, JPG or PDF
- Maximum file size of 2MB







EMBASSY DISCLAIMER

IMPORTANT: The Bahrain Ministry of Interior / NPRA reserves the right to request additional documentation in support of an application, and can amend / increase E-Visa fees without prior notice. Before starting the request form, if you require any further information please do not hesitate to contact us.



NEXT STEPS

-  Review document list below, select visa type (see 'PROCESSING TIMES / FEES' below) and complete request form / payment.
-  Prepare documentation / complete Global Visas E-Visa questionnaire.
-  Access the DRAG N' DROP email (supported by Dropbox Inc.), where you can securely upload scans of all documentation for our review. This additional email will be sent to you within 1 – 2 business hours of completing the request form. You may also find further information on the DRAG N' DROP process via the directory below. **YOU MUST ALLOW OUR TEAM 1 WORKING DAY TO COMPLETE THE REVIEW PROCESS.**
-  Your visa specialist UPON REVIEW OF YOUR DOCUMENTATION will ensure the online E-Visa application is submitted, in line with your travel plans.

DOCUMENT LIST



PASSPORT

Clear colour copy of your passport (the biodata page / photo page only). This must:

- be valid for at least six months beyond your intended departure date
- have at least one blank visa page



GLOBAL VISAS E-VISA QUESTIONNAIRE

Signed, dated and fully completed Global Visas E-Visa questionnaire. Please see attached at the bottom of this PDF.



LETTER OF INTRODUCTION

Clear colour copy of signed and completed letter of support from your home employer. This must be signed by a member of your HR, or a member of your management team. If the latter, this person

must be at least a manager grade and/or at least the same grade as yourself, and must be aware of your trip.

Please see template attached at the bottom of this PDF. Alternatively, the letter must include the following information:

- Addressed to the "Bahrain Ministry of Interior"
- Letter needs to be on home employer headed paper and dated within the last month
- Letter need to be signed by authorised signatory of the home employer
- Purpose of visit
- People / places and organisation to be visited, with contact phone numbers
- Applicant's name and nationality
- Start date of employment and job title
- Passport number and DOB
- Start & Expiry date of the passport
- Dates of travel to Bahrain
- Validity of visa applied for
- A guarantee to meet maintenance expenses
- Medical insurance undertaking (if applicable)



TRAVEL ITINERARY

Clear colour copy of valid flight booking / travel itinerary mentioning:

- applicant's name
- travel dates to Bahrain

This must show a CONFIRMED round-trip or onward travel. If the latter, the traveller must also provide all documentation / immigration approvals (if applicable) for the onward travel.



PROOF OF ACCOMMODATION

Clear colour copy of CONFIRMED accommodation (hotel, apartment, hostel, etc) booking mentioning:

- applicant's name
- dates of stay in Bahrain
- accommodation address details



PROCESSING TIMES / FEES

All fees are charged per individual traveller. Please click [here](#) to see the Global Visas service fees pricing structure, for cancelled cases.

All E-Visa fees however are non-refundable once the application has been submitted; including if the application is then rejected or if you are issued a different visa validity to that requested.

Please also be aware that Bahrain E-Visa fees are set in Bahrain Dinar (BHD), therefore based on the exchange rate at the time of making the payment, the below Visa fees can vary.

PLEASE READ: ALL COLLECTION OF FEES ARE SUBJECT TO A 1.5% CHARGE (EUROPEAN CARDS) OR 3% CHARGE (NON-EUROPEAN CARDS) FOR PAYMENTS MADE VIA CREDIT / DEBIT CARD.



3 - 5 WORKING DAYS SERVICE

3 MONTHS, SINGLE ENTRY

Global visas service fees:	£120.00 excl. VAT
E-Visa fees:	£20.00 incl. VAT

3 MONTHS, MULTIPLE ENTRY

Global visas service fees:	£120.00 excl. VAT
E-Visa fees:	£69.00 incl. VAT

1 YEAR, MULTIPLE ENTRY

Global visas service fees:	£120.00 excl. VAT
E-Visa fees:	£90.00 incl. VAT



VISA TIPS



APPLICATION PREPARATION

Be proactive. Review the whole application process and makes notes on anything you require clarity on. By addressing this with your visa agent will make the process easier and more efficient.



DOCUMENT REQUIREMENTS

Be mindful that each document has its own requirements (i.e. passport validity / photo sizes / form signing / originals / information required for support letters etc). It is important that each requirement is adhered to.



DATA ACCURACY

Personal information must be accurate and consistent across all your documentation. Passport information, employment details, travel dates, postal addresses, points of contact etc. You must paint a consistent and accurate picture of your trip.



APPLICATION TIMESCALE

Always remember timescales. Some documents may take longer to obtain (i.e. documents from abroad / from official govt bodies / may require official certification or legalisation). Taking this into consideration along with processing times is very important.



PRACTICAL CONSIDERATIONS

Taking a practical approach to immigration is very important. Being considerate of consular closures, travel plans, processing times, delivery timeframes, receiving original supporting documents etc. You must be mindful and plan for such considerations.



COUNTRY OVERVIEW PAGE

WWW.GLOBALVISAS.CO.UK/HOME/BAHRAIN



DIRECTORY



SERVICES

VISAS
UK PASSPORT
LEGALISATION




WEB LINKS

DRAG N' DROP
CONTACT US
ABOUT US
OUR TEAM
WORLDWIDE OFFICES
APPLICATION STATUS
CONSULAR CLOSURES
UPDATES



LOCATIONS

LONDON

 Please think
before printing



WWW.GLOBALVISAS.CO.UK



INFO@GLOBALVISAS.CO.UK



+44 (0)20 7971 1165



LOCATIONS: LONDON



BAHRAIN - E-VISA QUESTIONNAIRE (BUSINESS)

PLEASE FULLY COMPLETE ALL MARKED MANDATORY FIELDS (*)

PASSPORT NUMBER:*

NATIONALITY:*

DATE OF BIRTH:*

SEX:*

COUNTRY OF BIRTH:*

PASSPORT EXPIRY DATE:*

FAMILY NAME:*

GIVEN NAMES:*

OCCUPATION:*


JOB TITLE:*

PLACE OF WORK:*

EMAIL:*


TELEPHONE NO:*

I confirm the information provided in this questionnaire is accurate and communicated to Global Visas solely for the purposes of completing my Bahrain E-Visa Application.*

 Please think before printing

 WWW.GLOBALVISAS.CO.UK

 INFO@GLOBALVISAS.CO.UK

 +44 (0)20 7971 1165

 LOCATIONS: LONDON

MUST BE ON HOME EMPLOYER OFFICIAL HEADED PAPER

[Name of Embassy]
[Address of Embassy]

[Date]

Name: [INSERT] | Nationality: [INSERT] | DOB: [INSERT]

Passport No: [INSERT] | Passport Issue Date: [INSERT] | Passport Expiry Date: [INSERT]

Dear Sir/Madam,

Please find enclosed all supporting documentation for [Mr/Mrs/Miss FULL NAME]'s [LENGTH, NUMBER OF ENTRIES e.g. 3 months, single entry] Bahrain business visa application.

We confirm that [Mr/Mrs/Miss SURNAME] has been employed by [HOME EMPLOYER NAME] since [START DATE], as a [JOB TITLE] in our [DEPARTMENT] team.

[SHORT PARAGRAPH / STATEMENT ON HOME EMPLOYER'S BUSINESS OPERATIONS / SERVICES / COMPANY PROFILE]

[Mr/Mrs/Miss SURNAME] will shortly be making a business trip to Bahrain from [ENTRY DATE] to [EXIT DATE], where [he/she] will be carrying out business meetings and discussions [PLEASE AMEND ACTIVITIES AS REQUIRED]. He will be meeting with [NAME OF HOST CONTACT] at [HOST COMPANY NAME, ADDRESS AND CONTACT NUMBER].

Please grant the relevant visa for [Mr/Mrs/Miss SURNAME] to travel to Bahrain.

We confirm that [he/she] will be in receipt of a return ticket, [he/she] is covered by our company insurance policy and [HOME EMPLOYER NAME] takes full financial responsibility for the applicant, including all expenses for the trip.

Should you wish to discuss this application further please do not hesitate to contact me.

Yours faithfully,

[Signature]
[Signee's name, job title, email address and contact number]

