

VOYA VISA TOUR OPERATIVE REPRESENTATIVE

1. APPLICATION FORM [THIS WILL BE GIVEN AT THE SUBMISSION CENTRE]
2. PHOTOCOPY OF INTERNATIONAL PASSPORT DATA PAGE [TWO (2) COPIES]]]
3. INTERNATIONAL PASSPORT [MUST BE VALID FOR 6 MONTHS FROM TRAVEL DATE]
4. OLD OR EXPIRED PASSPORT(S) SHOULD BE INCLUDED IF ANY
5. RESIDENT PERMIT FOR NON-NIGERIANS
6. 2 PASSPORT PHOTOGRAPHS WITH WHITE BACKGROUND
7. BIRTH CERTIFICATE/DECLARATION OF AGE
8. INSURANCE BY VOYA VISA
9. FLIGHT AND HOTEL RESERVATION AT LEAST 2 WEEKS FROM THE DATE OF SUBMISSION [AND MUST BE THE SAME DATE] NOT MORE THAN A MONTH FROM THE DATE OF SUBMISSION
10. OPERATOR LICENCE / CERTIFICATE
11. INTRODUCTION LETTER FROM YOUR COMPANY OR SELF INTRODUCTION LETTER SIGNED IN INK
12. CERTIFICATE OF INCORPORATION (CAC), TAX CLEARANCE DOCUMENTATION, AND A COMPREHENSIVE LIST OF DIRECTORS OR OWNERSHIP DETAILS
13. CONSENT LETTER FOR MINORS [SIGNED BY BOTH PARENTS IN PERSON AND DULY NOTARIZED BY A NOTARY PUBLIC PLUS VALID MEANS OF SIGNED IDENTIFICATION RESPECTIVELY] - GOVERNMENT ISSUED I.D CARD
14. SPONSORSHIP LETTER IF SPONSORED [DULY NOTARIZED BY THE NOTARY PUBLIC, VALID MEANS OF IDENTIFICATION OF SPONSOR PLUS 6 MONTHS UP-TO-DATE BANK STATEMENT WITH SPONSOR'S PHONE NUMBER]

-IF THE SPONSORS ARE BEING INCLUDED, EXCEPT THE FATHER OR MOTHER, PLEASE PROVIDE THEIR BIRTH CERTIFICATE ALONG WITH THEIR CONTACT NUMBER.
15. AFFIDAVIT / PUBLICATION OF CHANGE OF NAME [IF MARRIED AND OR NAME APPEARING ON INTERNATIONAL PASSPORT DIFFERS FROM BIRTH CERTIFICATE OR ANY OTHER DOCUMENTS]
16. MARRIAGE CERTIFICATE [FOR COUPLES]
17. 6-MONTH UP-TO-DATE PERSONAL BANK STATEMENT, ENSURING THAT THE STATEMENT INCLUDES A LIVE STAMP AND SIGNATURES. KINDLY NOTE THAT E-STAMPS WILL NOT BE ACCEPTED.
18. WORK OR BUSINESS I.D CARD

NOTE; THE CORPORATE SPONSORSHIP LETTER MUST BE SIGNED BY A DIRECTOR OF THE COMPANY, ACCOMPANIED BY A CAC CERTIFICATE AND LIST OF DIRECTORS, AS WELL AS A SIGNED VALID MEANS OF I.D OF THE DIRECTOR THAT SIGNED. ALL LETTERS MUST BE SIGNED (LIVE SIGNATURE)

SPONSORSHIP FROM A FOREIGN ENTITY OR INDIVIDUAL IS REQUIRED TO BE NOTARIZED IN THE SPONSOR'S COUNTRY OF RESIDENCE.