

Documents required to be submitted for extension of Visas.

Visa Form (DIP-4) duly filled in and signed (2 Copies). One recent Passport size photo to be affixed on each form.

Photocopy of Passport including all visa pages with arrival and departure seals.

The following necessary documents are to be submitted along with visa applications for different categories of Visas.

Sl. No	Category	Eligible Persons	Documents Required with visa application
1	A	Head of the State/Head of the Govt/Minister/State Minister/ Deputy Minister/Member of Parliament/Member of Regional Council/ Mayor and the person enjoying similar status and their entourage Spouse and dependent family members.	Note Verbal from Ministry of Foreign Affairs of the Respective Govt.
2	A-1	Officers of Govt./ Semi-Govt Organization/ Autonomous Bodies/Members of Govt. delegation, their spouse and dependent children.	1. Recommendation form concerned Ministry or Respective Organization.
3	A-2	Officers and employees of The U.N.O and it's affiliated agencies, International / Regional Organizations.	1. Recommendation form concerned Organization.
4	FA-2	Spouse and dependent family members of A-2 Visa holders.	1. Recommendation from concerned Organization. 2. Birth/Marriage certificate should be given to prove relationship.
5	A3	Experts / Consultants / Officers/Staff / Worker employed in projects under bilateral/multilateralagreements with development partners.	1. Recommendation from concerned Ministry / ERD / Govt. Organization and copy of agreement. 2. Security clearance from Ministry of Home Affairs.

6	FA3	Spouse and other dependent family members of A3 visa holders.	<ol style="list-style-type: none"> 1. Recommendation from concerned Ministry / ERD / Govt. Organization/copy of agreement/MOU etc with GOB. 2. Police Verification Report.
7	B	Business men or their representatives	<ol style="list-style-type: none"> 1. Recommendation from local Sponsor. 2. Security clearance from Ministry of Home affairs.
8	C	Crews of Airlines/Ships and Other Transport Sectors (Engaged in international route)	Recommendation from competent Authority. (visas are issued with a stay permission 7 days on each journey only)
9	D	Ambassadors/Diplomats/Consular Officers and officers enjoying similar status, their spouse and dependent family members.	Note Verbal from Ministry of Foreign Affairs
10	ND	Personal staff of A, A-2 and D Visa holders, Non diplomatic staff, their spouse and dependent family members.	<ol style="list-style-type: none"> 1. Letter from Ministry of Foreign Affairs 2. Recommendation from concerned Organization.
11	DA	Domestic Aid of A, A-2 and D Visa holders.	<ol style="list-style-type: none"> 1. Note Verbale from Ministry of Foreign Affairs. 2. Recommendation from concerned Organization.
12	E	<p>(a) Experts / Consultants / Employees/ Persons employed in Govt/semi Govt-Organization, autonomous and similar Organizations.</p> <p>(b) Employees and persons working in Local and Foreign Govt/Private, Industrial/Trading Organizations and employees of Liaison Office Foreign company.</p> <p>(c) Employees and Persons working in Local and Foreign Govt/Private Contractor's Firms and Institutions of the same class.</p>	<ol style="list-style-type: none"> 1. Recommendation from employer. 2. Work permit from concerned authority. 3. Security clearance from Ministry of Home affairs.

13	FE	Spouse and dependent family members of " E " Visa holders	<ol style="list-style-type: none"> 1. Recommendation from employer. 2. Police verification report. 3. Birth / Marriage certificate.
14	E-1	Persons arrived in Bangladesh for the Purpose of supply/ Installation/Maintenance/supervision of equipments and software, Inspection of Project and similar assignments.	<ol style="list-style-type: none"> 1. Agreement with equipments suppliers. 2. Recommendation of Local sponsor. 3. (Work permit) if apply for more then 30 days visa. 4. Police Verification Report.
15	J	Journalists/Representatives of foreign Journals/ News Papers /Radio/Television/News Media/Satellite Media or Freelance Journalists etc.	<ol style="list-style-type: none"> 1. Recommendation from concerned Organization. 2. Recommendation from external publicity wing of the Ministry of Foreign Affairs 3. Work permit from Board of Investment. 4. Security clearance from Ministry of Home Affairs.
16	FJ	Spouse and dependent family members of " J " Visa holders.	<ol style="list-style-type: none"> 1. Recommendation from concerned Organization. 2. Police verification report. 3. Birth / Marriage certificate.
17	M	Foreign Missionary /Priests.	<ol style="list-style-type: none"> 1. Recommendation from concerned Missionary / Organization. 2. Approval from Religious Affairs Ministry. 3. Security clearance from Ministry of Home Affairs.
18	FM	Spouse and dependent family members of "M" Visa holders.	<ol style="list-style-type: none"> 1. Recommendation from concerned Missionary / Organization. 2. Police verification report. 3. Birth / Marriage certificate.
19	N	Foreigners Working in Registered NGOs	<ol style="list-style-type: none"> 1. Recommendation from concerned NGO. 2. Work permit from NGO Affairs Bureau 3. Security clearance from Ministry of Home Affairs.
20	FN	Spouse and dependent family members of "N" Visa holders.	<ol style="list-style-type: none"> 1. Recommendation from concerned NGO. 2. Police verification report.

			3. Birth / Marriage certificate.
21	P	Sports organizers/ Players / Coaches/ Members of Cultural Team /Artists / Litterateurs and persons of similar status.	1. Recommendation from concerned organization. 2. Work permit 3. Security clearance from Ministry of Home Affairs.
22	FP	Spouse and dependent family members of " P " Visa holder	1. Recommendation from concerned organization. 2. Police verification report. 3. Birth / Marriage certificate.
23	PI	Foreign Investors in private sector and Industrial/Commercial enterprise established in joint venture or foreign Investment.	1. Recommendation form concerned organization. 2. Certification form BOI/BEPZA that the Investor is continuing investment. 3. Security Clearance from Ministry of Home Affairs. 4. Work permit when employed in own firm.
24	FPI	Spouse and dependent family member of " PI " Visa holders.	1. Recommendation form concerned organization. 2. Police verification report. 3. Birth / Marriage certificate..
25	R	Researchers / Trainees/Internees in Govt approved Institution / Organization	1.Recomendation form concerned Ministry / Organization. 2. Verification reports from S.B and NSI.
26	FR	Spouse and dependent family Members of "R" Visa holder.	1. Recommendation from concerned organization. 2. Police verification report. 3. Birth / Marriage certificate..
27	S	Foreign Students, Researchers and Admission seekers in Govt. Approved Educational Institutions.	1.Recommendation letter from concerned Educational Institution 2. Sponsor ship 3. Certificate from the Institution that the concerned student is not working in Bangladesh 4. Police verification report.
28	FS	Spouse and dependent children of "S" visa holders.	1. Recommendation from concerned Institution.

			2. Police verification report. 3. Birth / Marriage certificate.
29	T	(a) Tourists from the countries having diplomatic Relations with Bangladesh. (b) Participants in seminar /workshop organized at private level and persons arriving on study tour.	1. Extendable up to 30 days with Police verification report. (India & Pakistan as per Agreement)
30	TI	Participants in Tablig Jammal	1. Recommendation from Tablig Markaz / Central Tablig Jammal. 2. Police Verification Report.
31	TF	(a) Foreign spouse and children of Bangladesh National (b) Foreign national of Bangladeshi origin, spouse and children	1. Documents proving Bangladesh Nationality 2. Police verification report. 3. Birth / Marriage certificate.
32	TR	Transit	Non Extendable.
33	W	Foreign National with their spouses and dependent children under bilateral and multilateral agreement for work and holiday, Development and Volunteers programme	1. Recommendation from concerned authority. 2. Security clearance from Ministry of Home affairs.

Note: A. Visa applicants are required to submit application before expiry the last visa to avoid overstay Fees

B. Incase of not getting visa on the call date please report to the Deputy Director (Visa) Room No-505, Phone No-9131891 or Information Counter.

C. List of visa fees is available in Bank Booth at 4th Floor of Passport Bhaban, Dhaka .