

U.K VISA REQUIREMENTS:

APPOINTMENT PROCEDURE:

1. Visit Website <https://visas-immigration.service.gov.uk/>
2. Register an account (email address should be existing)
3. Passport delivery service or personal pick up will be advised by the Applicant on the day of his/her appearance at the Visa Application Centre.
4. The Visa Application Centre will advise the Applicant once his/her passport has been released and ready to pick up thru email or text message.
5. Should ever the Applicant applied his/her application thru Pan Pacific Travel, the Liaison Officer is able to pick up the passport as long as he/she will be provided an Authorization Letter and a photocopy of the Applicant's valid ID.



SUMMARY REQUIREMENTS :

- Filled up visa application form
- Two(2) recent passport size picture all previous passports within 10 years and current passport with 6 months validity prior departure.
- **Certificate of Employment and leave of absence (For employee)** - a letter from your employer on company headed paper - this should list your salary and the length of your employment, confirm that you have been given time off work and state whether this time is paid or unpaid.
- Income tax return and Pay Slip
- DTI Certificate or SEC papers (For self employed)
- Business License / Mayor's Permit (For self employed)
- Business / Company ITR (For self employed)
- Copy of credit card statement for the last three (3) months
- Bank statement for the last six (6) months and/or bank book (photocopy)
- Bank Certificate (original)
- Birth certificate (current PSA/NSO Authenticated)
- Marriage certificate (if married, current PSA/NSO Authenticated)

ACCOMMODATION AND TRAVEL DETAILS:

- Confirmed Flight Booking
- Hotel Booking / Voucher
- Tour Itinerary (Day-to-Day Itinerary)

EVIDENCE OF INCOME FROM PROPERTY OR LAND

(This could include property deeds, mortgage statements, tenancy agreements, accountant's letters, land registration documents or crop receipts. If the property or land is registered in several names, you will need to explain how much you own. If the money earned from the land is shared, you should say how it is divided)

FOR HONEYMOONERS:

- a. Original wedding invitation
- b. Original affidavit of support provided by groom or by parents (notarized)
- c. Photocopy of marriage license
- d. Photocopy of wedding reception reservation
- e. Photocopy of other receipts like church, reception, etc.

FOR STUDENTS:

- a. Original school certificate
 - b. Photocopy of school ID
 - NSO birth certificate (for single); (for minor; together with photocopy of parents marriage contract)
 - Affidavit of support and consent provided by parents traveling with children (notarized)
 - Booking certificate, flight itinerary and hotel list confirmation.
 - Letter of intent (address to embassy)
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- Flight Booking
 - Tour Booking Certificate
 - Hotel Confirmation
 - Photocopy of all pages of recent passport with All Valid and non-valid visa with departure and arrival stamps.
 - Photocopy of all pages of old passport with Valid Visas Only if any.

VISA SERVICE FEE:

COURIER FEE / LONG DISTANCE / APPOINTMENT ON-LINE APPLICATION	PHP 2,000.00
VISA FEE USING PAXS CREDIT CARD	

VISA PROCESSING TIME:

If applicant has a valid US visa or Canada visa or Australia visa or Schengen visa, and used it within 5 years, applicant is able to expedite his/her application. (PHP 9,000 per person price are subject to change – to be paid on the day of the applicant's appearance at the Visa Application Centre.

- Processing time is only 5 to 7 working days.

If Applicant does not have any valid visa(s) mentioned, he/she is not qualified for visa expedition.

- Processing time will be 30 working days (still in the discretion of the Embassy).

IMPORTANT REMINDERS:

- Please submit complete documents to avoid delays in processing.
- Please do not leave any blank in the application form. Kindly put **"N.A."** if it's not applicable.
- Make sure that the back page of the passport is completely filled-up (address, tel numbers and name of person to be contacted in case of emergency).

Requirements are subject to change without prior notice.



ISSUED: MAY 2019

ADDRESS:

VFS MANILA VISA APPLICATION CENTRE

VFS Global Services Philippines Private Inc.,
Mezzanine Floor Unit M01, Ecoplaza Building,
2305 Chino Roces Avenue Extension Makati City, Metro Manila 1231



VAC Location via public transport

- From MRT Magallanes station take a jeepney going to Gate 3 or FTI or DPC extension, alight to Ecoplaza building in front of DHL house. Estimated travel time from Magallanes to Ecoplaza is 5 to 10 minutes.

Opening Hours:

Application submission - with a prior appointment:

Monday to Friday
07:00 - 14:00

Walk-in Without Appointment - Submission only

Monday to Thursday
15:00-16:00

Application submission – Prime Time Appointment (This VAS service is offered presently in Manila only)

Monday to Thursday
16:00 – 18:00

Pick up Time -

Monday to Friday
14:00 – 16:00