# **APPLICATION FOR VISA RECOMMENDATION**

CIVIL AVIATION AUTHORITY OF SRI LANKA

* Please fill the form in block capital letters clearly
* Use blue ballpoint pens only
* Attach all the required documents along with this application form.

Visa type requested

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|  Entry Visa Nature of Applicant | * New Residence Visa
 | Renewal of Residence Visa |
| Employment |  Student |  |
| 1. | Name of Organization(Name of the Airline /Agency [FlyingSchool/ Other) |  |
| 2. | Passport Details of Applicant | Passport Number |  |
| Country of Issue |  |
| Date of Issue |  |
| Date of Expiry |  |
| Type | Official/ Diplomatic/ UN/ Normal |
| Other Valid Passports (if any) - Attach a copy | PassportNumber |  |
| Have used the passport for previous visa applications |  |
| Country of Dual Citizenship (if any) |  |
| 3. | Name in full (As mentioned in the passport) |  |
| 4. | Any Other Name(s) |  |

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| --- | --- | --- | --- | --- | --- |
| 5. | Gender | Male |  | Female |  |
| 6. | Nationality |  |
| 7. |  Below section should be filled if required  |
|  7A. | Details of Spouse | Name |  |
| Passport Details | Number |  |
| Date of issue |  |
| Expiry Date |  |
| Nationality |  |
| 7B.. | Children |  | Name | PassportNumber | Age |
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| 8. | I hereby certify that the above details and the documents submitted are true and accurate. I also understand that the non-submission of accurate information can result in the rejection of my application. |
| Applicant's Signature |  | Date |
| 9. | Certification of Organization/ School |
|  | I hereby certify that the above applicant is an employee of (Company Name)………………………………..…………………………………………………………………….. as (Position Name)And I recommend his application above for the (Entry/Residence) .. . . . . . . visa recommendations.I hereby certify that the above applicant is a student of (School Name) . . . . . . . . . . . . . . to follow (Course Name)…………………And I recommend his application above for the (Entry/Residence) . . . . . . . . . . . . . . . . visa recommendations.Name of Accountable Manager:Capacity/ Position:Email Address:Telephone Number: (Office and Mobile): Fax Number:Signature:Company SealDate: |

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| 10. | Document Checklist |
| Please ( ) Submitted documents | Applicant | CAASL |
| Entry Visa | Copy(ies) of the Passport(s) |  |  |
| Job Description/ Course Description |  |  |
|  | Appointment letter/ Transfer Letter/ |  |  |
|  | Course Enrolment document |  |  |
| New Residence Visa | Copy(ies) of the Passport(s) |  |  |
| Job Description/ Course Description |  |  |
| Appointment letter/ Transfer Letter/Course Enrolment document |  |  |
| Entry Visa Copy |  |  |
| Residence Visa Renewal | Copy(ies) of the Passport(s) |  |  |
| Job Description/ Course Description |  |  |
| Appointment letter/ Transfer Letter or Extension of period letter/Course Enrolment document |  |  |
| Previous Residence Visa Copy |  |  |
| Signature of applicant |  |  |