

VISA APPLICATION PROCEDURE

1. Verify the **type of visa** and **required documents** according to the activities you will undertake in Colombia. You can visit the following website for further information: http://www.cancilleria.gov.co/tramites_servicios/visa/requisitos
2. Start your application online in the following website:
<https://tramitesmre.cancilleria.gov.co/tramites/enlinea/solicitarVisa.xhtml>

Please note: that you will have to select the option of finalising the process and making the payments in this Consulate.

3. **Book an appointment.** This Consulate operates with an appointment scheme (**no exceptions**); therefore once you finish your online application, you must book an appointment in the following website: <https://tramites.cancilleria.gov.co/Ciudadano/inicio.aspx>
Select the VISA option and C.Londres.
4. Attend your appointment on **the given date and time** with the following:
 - Visa application number (generated by the system)
 - You must present a valid current Passport with an expiration date of more than 180 days and 2 blank pages.
 - Copy of the first page of your current passport where your personal data is displayed.
 - A printed copy of your supporting documents.

Important information on the visa application:

- After the interview, you will receive an email with the answer. In most cases, this occurs within 2 to 5 working days after the application has been processed, however, in some cases the study of your application can take more time. Therefore, we strongly recommend you to book your appointment at least 2-3 weeks before the travelling date.
- The reception and study of the required documents in visa applications **do not indicate visa approval.**
- There are two payments in the visa process (there is a fee for the study of the documents and another one for the visa once approved). Please note that the accepted payment method in this Consulate is debit/credit card.
- It is a discretionary competence of the Colombian Government, based on the principle of State sovereignty to authorize the entrance, stay and exit of foreigners from the national territory, ruled by Decree 0834 of 2013.
- The requirements for the issue of visas have been established by Ministerial Resolution. Therefore, make sure you have uploaded the complete required documents in your application; otherwise your application could be unadmitted or denied.

- The national authority in charge of Visas has the power to request interviews and additional supporting documents, in the case it is considered appropriate. The notification of this request may be done personally or through any other mean of communication.

There are two payments in the visa procedure (1) + (2):

Visa Fees:

1. Study of the Documents

2. VISA once approved

If you require further information please send an email to: clondres@cancilleria.gov.co