

TRAVCOUR (UK) LTD ORDER FORM



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Please complete **ALL** sections of the form in **BLOCK CAPITALS** and return it to us with all other required documentation. Passports must have a minimum of 6 months validity and have 2 blank pages.

CUBA takes 1 working day to issue in the embassy & is valid for 6 months from the date of issue with a stay of 30 days. We recommend you send us your documents by Royal Mail Special Delivery. Please ensure you send us the following documentation as failure to do so will result in a delay in issuing your visa.

- 1 completed visa application form
- 1 passport photograph
- Guarantee letter (Please ask your tour operator for this)
- Copy of the photo page of your passport
- Payment
- Business visas will also require an invitation from the company in Cuba & UK.

Please put a cross by the service you are applying for.

x	Country	Visa type	Travel dates	Visa fee	Service charge	Return postage	Total to send
	Cuba	Tourist/business single	From / / To / /	15.00	20.00	7.00	42.00

Please tell us the address you would like your passport to be returned to.

Title: Mr./Mrs./Miss: First Names Surname.....
 Address
 Postcode
 Telephone Number Email
 Travel Company & tour code

All visa fees & service charges are per person but postage is only payable per return address for a maximum of 4 passports. Please tick the type of return you would like us to use for your documents.

- Royal Mail Special Delivery (standard) £7.00 (N.B RMSD is only applicable for UK residents)
- International courier (Transworld) £30.00 Ireland & Europe, £35.00 all other destinations
- By Courier (subject to delivery charge depending on area)
- Collection from our office (Identification or authorisation from other party needed to collect)

Please indicate the latest date your passport can be returned to you:/...../.....

Total enclosed £
 Cheque (Please make cheques payable to Travcour (UK) Ltd.) Postal Order
 Credit/Debit Card (please complete the following section) Cash

Card number

Last 3 digits of security code on signature strip Post codeDoor number:.....

Issue date:/..... Expiry date:/..... Issue No: (if applicable) :.....

Name of the cardholderSignature Date/...../.....

N.B. There is a 2.5% Admin Fee when you pay by Credit/Debit Card. Please note we do not accept American Express or Diners.

Whilst every effort is made to issue your requirements the embassy/consulate reserve the right to refuse your application & therefore no guarantee can be given.

APPLICATION FORM FOR TOURIST CARD
(Please print. Illegible forms will be returned to sender)

SURNAME: _____ NAME: _____

CITIZENSHIP: _____ PASSPORT NUMBER: _____

COUNTRY OF BIRTH: _____ DATE OF BIRTH _____
Day Month Year

CONTACT ADDRESS: _____

POSTAL CODE: _____ CONTACT TELEPHONE: _____

BOARDING POINT IN UK: _____ DATE OF DEPARTURE TO CUBA: _____

ACCOMMODATION IN CUBA: _____ LENGTH OF STAY: _____
Hotel Days

I am aware of the following:

A tourist card is valid **only** for leisure or recreational purposes. It is not valid for other travel purposes. Accommodation in places other than hotels or tourist resorts, requires authorization from Cuban Local Immigration Authorities to be requested in Cuba.

DATE: _____ SIGNATURE: _____