

DUBAI VISA & MARHABA SERVICES



VISA APPLICATION FORM (PLEASE FILL IN BLOCK LETTERS)

1. Type of visa being applied for (Tick one):

TOURIST

96 HRS

(NOTE : For 96 HRS VISA, Entry & Exit Should be from Dubai)

Entry Airport

Dubai / Sharjah
Strike out whichever is not applicable

Exit Airport

Dubai / Sharjah
Strike out whichever is not applicable

AIRLINE

PNR

2. Full name of Applicant:

(As per Passport)

Given Names

Surname

3. Current residential address (Mandatory Information):

Line -1	
Line - 2	
City, Country	
Mobile	
Land Line (with STD Code)	
Email ID	

4. Are you applying as a dependent of Principal Applicant?

- Yes: write name of Principal Applicant: _____
 No

5. If applying as Principal Applicant, attach visiting card or complete the following :-

Name of Business / Employer	
Address of Business / Employer	
Designation	

IMPORTANT: unemployed or retired persons should indicate above the details of last employment, and indicate date of cessation of last employment here: _____

6. Personal Details

a. Nationality	
b. Previous nationality if any	
c. Father's name	
e. Mother's name	
f. Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
g. Marital Status	Single / Married / Widow / Divorced
h. Husband's name	
i. Occupation	
j. Religion	
k. Educational qualification	
l. Main language spoken	
m. Date of birth (dd/mm/yyyy)	
n. Place of birth	Country : _____ Place : _____

7. Passport details

a. Type	<input type="checkbox"/> Ordinary <input type="checkbox"/> Diplomatic/Official
b. Passport number	
c. Issuing Government	
d. Place issue	
e. Date of Issue / Expiry date	Date of Issue : _____ Date of Expiry : _____

DUBAI VISA & MARHABA SERVICES

DVMS
Dubai Visa & Marhaba Services

8. Purpose of Visit

Tourist Business Family Visit

PHOTO

9. Names of family members accompanying you on this trip

Name	Passport no.	Relation
1.		
2.		
3.		
4.		
5.		

10. Contact in UAE (Mandatory Information)

Name and Relationship with host	
Address / Hotel Confirmation Voucher	
Area - City	
Phone No.	
E-mail ID	

11. Address of Travel Agent / for correspondence :Courier will return passports at this address

PIN code _____ Phone no: (with STD code) _____

12. Mandatory documents to be submitted with the Visa Application form :

List of documents	Applicant	Application Centre
1. Current passport – must be valid for at least 6 months at the time application.		
2. Photocopy of 1 st 2 and last 2 pages of above passport.		
3. Airline's Return or onward ticket. (confirmed)		
4. Photo should be coloured & clear, size 4.3 cms x 5.5 cms.		
5. Photocopy of Flight Coupon- Stating PNR (should not be altered).		
6. Demand Draft Payable in Mumbai DEUTSCHE BANK A/C 0568709-00-0 *** Co-operative bank DD's are not accepted.		

AS REQUIRED TO CONFIRM PROOF OF ELIGIBILITY – Tick if enclosed	Applicant	Application Centre
1. Previous passport exhibiting previous travel, if any.		
2. Banker's certificate of long-term Fixed Deposits.(Co-operative banks not accepted)		
3. Income-tax returns for last 2 years and photocopy of PAN card.		
4. Letter of invitation from Dubai based close family member, along with photocopy of Passport, resident visa and proof of relationship.		

13. Have you applied for visa through DVMS in the past?

If you have ticked Yes, then kindly provide date of last travel

Yes No

14. Kindly specify the mode of delivery of the visa

Hand delivery Email.

IMPORTANT : Any overstay beyond duration of Visa invites heavy fines and penal action - there will be no waiver on any grounds. At the time of collecting visa kindly produce the photocopy of the applicants 1st Page of passport.

IMPORTANT: Please note and strictly comply - All applicants should read the conditions mentioned below before signing the application form. Incomplete and unsigned applications will not be accepted.

TERMS AND CONDITIONS

1. The facility of applying through Dubai Visa & Marhaba services, a part of the KUONI Travel Group. Hereinafter referred as DVMS is open only to Indian passport holders visiting Dubai \ Sharjah and fulfilling the eligibility conditions announced from time to time by the Government of Dubai / Dubai Naturalisation and Residency Administration (DNRD). Issuance and approval of a visa is regulated by Government of Dubai / DNRD and governed by their rules and regulations, subject to the applicant fulfilling the eligibility conditions. These rules are amended / updated from time to time by Government of Dubai / DNRD. Please note that visa issued by the Government of Dubai / DNRD is valid for entry and exit at Dubai / Sharjah airport only. This visa is not valid for entry and exit from any other airports of U.A.E.
2. DVMS role is limited to accepting the visa application and required documentation, forwarding the application to Government of Dubai / DNRD for consideration of visa issue and communicating the Government of Dubai's / DNRD's Decision on the application for visa to the applicant.
3. Visa fees are non refundable / transferable under any circumstances whatsoever .
4. The Applicant will be required to fill in a Visa Application Form accurately and submit the same with the applicable visa fees, valid passport and necessary documentation as specified in the Visa Application Form. Applicants must hold valid travel documents and comply with the requirements of Government of Dubai / DNRD and requirements specified on the Visa Application Form.
5. DVMS does not accept any responsibility for late, lost or misplaced applications and / or the veracity of the contents of the application. Incomplete and double applications will be disregarded. The Applicant accepts and acknowledges that the courier acceptance and delivery service is operated by a third party and DVMS does not assume any responsibility or liability for the service of the courier company.
6. The decision to grant or refuse a visa is the sole prerogative of the Government of Dubai / DNRD. DVMS merely forwards the application and the issuance or pendency or refusal of the visa is the prerogative of the Government of Dubai / DNRD. The decision of the Government of Dubai / DNRD is final. In case of rejection of visa application, no correspondence will be entertained and no visa fees will be refunded and no reasons will be required to be given. It is clarified that processing of the visa application is prevented, delayed or restricted or interfered with for any reasons whatsoever resulting in delay by Government of Dubai / DNRD to process the applicants visa application, then DVMS shall not be liable to the applicant for any loss or damage which may be suffered as result of such causes and DVMS shall be discharged of all its obligations hereunder.
7. Issuance of a visa or approval of visa application does not in any way give the applicant a right to enter Dubai. The entry is at the sole discretion of the Immigration officer at Dubai / Sharjah Airport who is a representative of Government of Dubai / DNRD. In case of denial of visa or entry into Dubai by the Government of Dubai / DNRD, DVMS shall in no way be liable to the applicant in any manner whatsoever.
8. The visa must be accepted as offered and is non – transferable.
9. DVMS shall not be liable for any losses or damages, which the applicant may suffer arising from delay in processing or receiving of visa.
10. The visa is valid as per the Government of Dubai / DNRD rules and regulations as amended from time to time. The visa must be availed within its period of validity.
11. All Indian and Dubai Government regulations apply and in case this facility is deemed invalid or cancelled due to any Indian / Dubai Government regulation or order, DVMS shall not be liable in any manner whatsoever to the applicant.
12. Applicants will be solely responsible to ensure they fulfill Indian and Dubai Government requirements for travel which may include Police clearances etc.
13. DVMS shall take all reasonable measures to ensure that information provided by the Applicants to DVMS will remain confidential. However DVMS shall not be liable for any unauthorized access by any means to that information.
14. DVMS reserves the right to add, alter or vary these terms and conditions at any time without notice or liability and all applicants availing of this facility shall be bound by the same.
15. These terms and conditions shall be governed and construed in accordance with the laws of India. Any claims or disputes arising in relation to the services provided by DVMS to the Applicant shall be subject to the exclusive jurisdiction of the courts in Mumbai.
16. If you have not opted out of receiving marketing materials, we may also use your personal information to identify other products and services that might be of interest to you and to market additional goods, services and special offers from us, our affiliates or our third party business associates. You can choose not to allow DVMS to use or disclose your personal information for marketing purposes by indicating your preference on the visa application form.
17. Applicants expressly declare that they do understand these terms & conditions and are individuals and not a company or any professional and or commercial entity.

I confirm that the above terms and conditions have been read and understood by me and I agree to abide by them.

I hereby give my consent to DVMS to use my personal information to identify other products and services that might be of interest to me and to market additional goods, services and special offers from DVMS, its affiliates, or DVMS's third party business associates.

OR

I do not wish to have my personal information used to identify other products and services that might be of interest to me and to market additional goods, services and special offers from **DVMS, its affiliates, or DVMS's third party business associates.**

Signature of applicant (of parents / guardian if below 18 years)

Date

FOR OFFICE USE ONLY

ASSESSMENT

Pending | Comments :

Forward to Appraisal Team |
Sign: _____ Date: _____ Time: _____

Pending cleared: Sign: _____ Date: _____ Time: _____

APPRAISAL

Approved | Comments :

Refused |
Sign: _____ Date: _____ Time: _____

CONFIRMATION

Application No. _____ | Comments, if any:
Sign: _____ Date: _____ Time: _____

DNRD

201/43/10/

Approved 201/15/10/

Refused

AUDIT

Comments, if any: Sign: _____ Date: _____ Time: _____

DUBAI VISA & MARHABA SERVICES



MARHABA SERVICES CORPORATE BOOKING FORM

Dear Customer please be advised that Marhaba will only accept booking received on this form

To Marhaba Services Supervisor	Name of Company :	Account No :
Fax 009122 - 66106520	Fax:	Tel :
Tel 009122 - 66106523/24	Company stamp:	
Email :	E-mail :	
Website : www.dvms.biz	Requested by (Name):	Date :

NOTE: Booking to be done at least 48 hours prior to flight departure.

Name of Passengers

1		4	
2		5	
3		6	

FLIGHT DETAILS: (Please give the flight details : Dubai Arrival/Departure Local Date and Dubai Local Time)

Arrival Flt _____ Date _____ Dubai Local Time _____ Arriving From _____ Arrival on Terminal No. _____

Departure Flt _____ Date _____ Dubai Local Time _____ Departing To _____ Departure From Terminal No. _____

SERVICE REQUIRED: (Please tick on the type of service required)

DIAMOND SERVICE

- On Arrival (Full escort from the Arrival level till meeting point including complimentary portorage service)
- On Departure (Full escort from Departure curb side with a complimentary portorage)

FAMILY PACKAGE

- On Arrival (Full escort from the Arrival level till outside including complimentary portorage service)
- On Departure (Full escort from Departure curb side area till the boarding gate with a complimentary portorage service)
- On Transfer within / between Terminal

STANDARD MEET AND ASSIST SERVICE

- On Arrival (Assistance through Arrival formalities)
- On Departure (Assistance through Departure formalities)
- On Transfer within / between Terminal

MARHABA LOUNGE

- Marhaba Lounge For 4 Hours For 8 Hours

ADDITIONAL SERVICES: (Please tick on additional service required)

- FLOWER BOUQUET**
 Small (12 Red roses/mixed flowers) Medium (18 Red roses/mixed flowers) Large (24 Red roses/mixed flowers)

- LIMOUSINE SERVICE (For 1-3 Pax) / STRETCH LIMO (For 1-6 Pax)** (SPECIFY PICK-UP / DROP DETAILS)

DATE	From	To

SPECIAL REMARKS:

- **SPOKEN LANGUAGE** (Subject to staff availibilty):: Arabic English Other _____

- **HAND OVER REMARKS:** _____

For Arrivals Please be advised that paging at Dubai International airport is not permitted, hence brief the passenger to identify self to the Marhaba hostess wearing "Yellow jacket" and holding name board for diamond and Family services. In case of standard services passengers name will be displayed on the plasma screen available at Arrival tunnel and Arrival before immigration

For Departures Please ensure to report at the Marhaba waiting lounge.

Kindly notify us for any amendments 24 hours prior to flight departure.

Signature:

Date:

FOR OFFICE USE : INWARD NO. _____

Amount _____

CONFIRMATION No. _____ **Date** _____