

US VISA REQUIREMENTS

BUSINESSMAN

BASIC REQUIREMENTS

- **Passport**
 - 6 months valid from the date of travel.
 - Should be E-Passport already with a chip-like image on the outside cover, old passport cannot be accepted by the Embassy Submit original Old passport if used within the last five years
 - Double check the passport and make sure that there is at least one (1) free page to place the visa (if approved).
 - Ensure your passport is self-signed.
- **Photocopy of passport's first page (ID page) and visa or arrival stamps to any countries within the last 5 years**
- **1 Passport sized picture with white background**
- **Completely filled-out computerized visa application form with signature that is hand written printed in A4.**
 - The font to be used should be Arial with the size of 12 for the visa application form.
 - Be sure to double check if there is wrong spelling, or birth date.
 - Be sure that the contact number is correct and can be contacted.
- **Proof of Relationship (Original PSA Birth / Marriage Certificate) when traveling with family member.**

OTHER REQUIREMENTS

- **Photocopy of Business registration from SEC or DTI**
 - Must be in complete set, including the name of the incorporators, etc.
- **Photocopy of Updated Mayor's Business Permit**
- **Original Personal Bank Certificate**
 - • Must include account type, current balance, account opening date, 6 months average daily balance
- **Original Bank Statement**
 - Original or certified true copy of bank statement for the last 3-6 months
- **Photocopy of whole pages Latest Individual Income Tax Return (ITR)**
 - Form 2316 With personal tax identification number and receipt
- **Copy of PRC Card or IBP Card (if applicable)**
- **Photocopy of Credit Card Statements and Limits (If applicable)**

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EMPLOYED

BASIC REQUIREMENTS

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OTHER REQUIREMENTS

- **Original Employment Certificate**
 - Must include applicant's position, date hired, compensation, address, date of certificate issuance, office landline number & email address
 - Photocopy of Company Identification Card
- **Original Personal Bank Certificate**
 - Must include account type, current balance, account opening date, 6 months average daily balance
- **Original Bank Statement**
 - Original or certified true copy of bank statement for the last 3-6 months
- **Photocopy of whole pages Latest Individual Income Tax Return (ITR)**
 - Form 2316 With personal tax identification number
- **Copy of PRC Card or IBP Card (if applicable)**

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UNEMPLOYED - SPOUSE

BASIC REQUIREMENTS

- **Passport**
 - 6 months valid from the date of travel.
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 - Double check the passport and make sure that there is at least one (1) free page to place the visa (if approved).
 - Ensure your passport is self-signed.
- **Photocopy of passport's first page (ID page) and visa or arrival stamps to any countries within the last 5 years**
- **1 Passport sized picture with white background**
- **Completely filled-out computerized visa application form with signature that is hand written printed in A4.**
 - The font to be used should be Arial with the size of 12 for the visa application form.
 - Be sure to double check if there is wrong spelling, or birth date.
 - Be sure that the contact number is correct and can be contacted.
- **Proof of Relationship (Original PSA Birth / Marriage Certificate) when traveling with family member.**

OTHER REQUIREMENTS

- **Sponsor's Documents, whichever is applicable (as Employee or Businessman)**
 - Allowed are immediate family members
- **Proof of Relationship**
 - Original PSA Birth / Marriage Certificate

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RETIREE, SENIOR & PWD's

BASIC REQUIREMENTS

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 - Double check the passport and make sure that there is at least one (1) free page to place the visa (if approved).
 - Ensure your passport is self-signed.
- **Photocopy of passport's first page (ID page) and visa or arrival stamps to any countries within the last 5 years**
- **1 Passport sized picture with white background**
- **Completely filled-out computerized visa application form with signature that is hand written printed in A4.**
 - The font to be used should be Arial with the size of 12 for the visa application form.
 - Be sure to double check if there is wrong spelling, or birth date.
 - Be sure that the contact number is correct and can be contacted.
- **Proof of Relationship (Original PSA Birth / Marriage Certificate) when traveling with family member.**

OTHER REQUIREMENTS

- **Photocopy of PWD, Senior Citizen Identification Card / Certificate of Retirement**
- **Original Personal Bank Certificate**
 - Must include account type, current balance, account opening date, 6 months average daily balance
- **Original Bank Statement**
 - Original or certified true copy of bank statement/passbook for the last 3 months
- **Optional:** Photocopy of other proof of funds such as Land titles, Vehicle registration, Pension Certificate, Country Club or Golf Club, Stocks

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UNEMPLOYED - STUDENT OR CHILD

BASIC REQUIREMENTS

- **Passport**
 - 6 months valid from the date of travel.
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 - Double check the passport and make sure that there is at least one (1) free page to place the visa (if approved).
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 - The font to be used should be Arial with the size of 12 for the visa application form.
 - Be sure to double check if there is wrong spelling, or birth date.
 - Be sure that the contact number is correct and can be contacted.
- **Proof of Relationship (Original PSA Birth / Marriage Certificate) when traveling with family member.**

OTHER REQUIREMENTS

- **Original Enrollment/School Certificate**
- **Photocopy of School Identification Card**
- **Proof of Relationship to Sponsor**
 - Original PSA Birth / Marriage Certificate
- **Parents' Documents, whichever is applicable (as Employee or Businessman)**
 - If parents already have a valid visa, attach photocopy of parents' valid visa.
 - If not travelling together with parents, attach photocopy of passport or valid ID of parents.
 - If financially supported by relatives other than parents, submit also letter of explanation why not parents will support and proof of relationship allowed are siblings, grandparents, aunt/uncle)
 - If minor and not traveling with parents, attach photocopy of DSWD card (front and back), letter of consent from parents and valid visa of travel companion.

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RENEWAL

APPOINTMENT INTERVIEW REQUIREMENTS

- **Original passport**
 - With previous US Visa valid for 48 months from the date of exoiration
- **Printed of Letter of Confirmation**
- **Printed Appointment Schedule**
- **Printed Bank Receipt**

OTHER DOCUMENTS

EMPLOYED

- **Original Certificate of Employment**
 - Applicant's position, date hired, compensation, address, date of certificate issuance, office landline number.
- **Original Bank Certificate**
 - Must include account type, current balance, account opening date, 6 months average balance.

BUSINESSMAN/BUSINESSWOMAN

- Photocopy of DTI
- Business Permit
- Bank Certificate

INVITATION

- **Invitation letter**
 - Specific purpose of visit to U.S

SPONSORED

- Original Certificate of Employment
- Bank Certificate

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