

Visa Recommendation Form

Application for Visa Recommendation

1. Basic Requirement

2. Applicant Information (Part A)

3. Applicant Details (Part B)

4. Attachments (Part C)

5. Submit

Project Information

Approved Project Registration reference no. *

1. Basic Information

Type of Visa Required for the Incumbent Foreign Nationals : *

Bangladesh mission in abroad where recommendation letter to be sent :

Country : *

Embassy / High Commission : *

PR Approval Number : *

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2. Particulars of Sponsors / Employers

Name of Hi-tech Park	<input type="text"/>	Company Name	<input type="text"/>
Company Logo: *	<input type="text" value="Choose file"/> No file chosen <small>[File Format: *.jpg/.jpeg/.png Width 300PX, Height 300PX]</small>		
Full Address of Representative Company or Organization :			
Name of the Applicant :	<input type="text"/>	Address Line 1.	<input type="text"/>
Address Line 2.	<input type="text"/>	Post Code	<input type="text"/>
Country	<input type="text"/>	Division *	<input type="text" value="Dhaka"/>
District *	<input type="text"/>	Phone (Home)	<input type="text" value="+880"/>
Phone (Office)	<input type="text" value="+880"/>	Mobile No.	<input type="text" value="+880"/>
Fax No	<input type="text"/>	Email	<input type="text"/>
Website	<input type="text" value="www.example.com"/>		

3. Authorized Information

Correspondent Address & Contact Details :			
Correspondent Photo: *	<input type="text" value="Choose file"/> No file chosen <small>[File Format: *.jpg/.jpeg/.png Width 300PX, Height 300PX]</small>	Correspondent Signature: *	<input type="text" value="Choose file"/> No file chosen <small>[File Format: *.jpg/.jpeg/.png Width 300PX, Height 80PX]</small>
Name of the Correspondent	<input type="text"/>	Passport	<input type="text"/>
Nationality	<input type="text"/>	Country	<input type="text"/>
Division *	<input type="text"/>	District *	<input type="text"/>
Address Line 1	<input type="text"/>	Address Line 2	<input type="text"/>
Post Code	<input type="text"/>	Phone No.	<input type="text" value="+880"/>
Fax No.	<input type="text"/>	Email	<input type="text"/>
Website	<input type="text"/>		

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4. Particulars of Foreign Incumbent

Name of the foreign national	<input type="text"/>	Designation	<input type="text"/>
Company Name	<input type="text"/>	Passport No.	<input type="text"/>
Nationality	<input type="text" value="..."/>	Marital Status	<input type="radio"/> Married <input checked="" type="radio"/> Unmarried
Gender	<input checked="" type="radio"/> Male <input type="radio"/> Female	Incumbent Signature: *	<input type="text"/>
Incumbent Photo: *	<input type="text" value="Choose file"/>		<input type="text" value="Choose file"/>
[File Format: *.jpg/.jpeg/.png Width 300PX, Height 300PX]			
Passport Information :			
Date of Birth	<input type="text"/>	Place of Issue	<input type="text"/>
Date of Issue	<input type="text"/>	Expiry Date	<input type="text"/>
Parmanent Address :			
Country	<input type="text" value="Select one"/>	State	<input type="text"/>
Province	<input type="text"/>	Address Line 1	<input type="text"/>
Address Line 2	<input type="text"/>	Post Code	<input type="text"/>
Contact No.	<input type="text" value="+880"/>	Fax No.	<input type="text"/>
Email	<input type="text"/>		

Highest Degree *	College / University	Result	Certificate (PDF Max file size 3 MB) ?
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="Choose file"/> No file chosen <input type="button" value="Open File"/>

Proposed Visit Schedule

Arrival Date :	Arrival Time :	Arrival Flight No :
<input type="text"/>	<input type="text"/>	<input type="text"/>
Departure Date :	Departure Time :	Departure Flight No :
<input type="text"/>	<input type="text"/>	<input type="text"/>
Duration of staying (In days) :	Entry type	Purpose of visit
<input type="text" value="0"/>	<input type="text"/>	<input type="text"/>

5. Compensation and Benefit

Salary Structure *	Payable Locally *		
	Payment	Amount	Currency
a. Basic Salary / Honorarium :	Monthly	<input type="text"/>	USD
b. Overseas Allowance :	Monthly	<input type="text"/>	USD
c. House Rent :	Monthly	<input type="text"/>	USD
d. Conveyance :	Monthly	<input type="text"/>	USD
e. Medical Allowance :	Monthly	<input type="text"/>	USD
f. Entertainment Allowance :	Monthly	<input type="text"/>	USD
g. Annual Bonus :	Monthly	<input type="text"/>	USD
h. Other fringe benefits (if any) :	<input type="text"/>		Maximum 120 characters
i. Any particular comments or remarks :	<input type="text"/>		Maximum 120 characters

Manpower of the office								
Local (a)			Foreign (b)			Grand Total	Ratio	
Executive	Supporting Staff	Total	Executive	Supporting Staff	Total	(a+b)	Local	Foreign
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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6. Required Documents for attachment

No.	Required Attachments	Attached PDF file 
1 *	Copy of Appointment Letter	<input type="button" value="Choose file"/> No file chosen
2 *	Copy of Flight Schedule / Itinerary / Air Ticket	<input type="button" value="Choose file"/> No file chosen
3	Copy of passport (Full set) of the Expatriate (Whole of the used part)	<input type="button" value="Choose file"/> No file chosen
4	Others	<input type="button" value="Choose file"/> No file chosen

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9. Service Fee Payment

Contact name *	<input type="text"/>	Contact email *	<input type="text"/>
Contact phone *	<input type="text" value="+880"/>	Contact address *	<input type="text"/>
Pay amount	<input type="text"/>	VAT/ TAX	<input type="text"/>
Bank Charge	<input type="text"/>	Total Amount	<input type="text"/>
Payment Status	Pending		

Vat/ tax and service charge is an approximate amount, it may vary based on the Sonali Bank system.

10. Terms and Conditions

I agree with the Terms and Conditions. *

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Payment & Submit

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