# **APPLICATION FOR VISA RECOMMENDATION**

CIVIL AVIATION AUTHORITY OF SRI LANKA

* Please fill the form in block capital letters clearly
* Use blue ballpoint pens only
* Attach all the required documents along with this application form.

Visa type requested

|  |  |  |  |  |  |  |  |  |  |
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| Entry Visa  Nature of Applicant | | * New Residence Visa | | | | | Renewal of Residence Visa | | |
| Employment | | Student | | | | |  | | |
| 1. | | Name of Organization  (Name of the Airline /Agency [Flying  School/ Other) | |  | | | | | | |
| 2. | | Passport Details of Applicant | | Passport Number | |  | | | | |
| Country of Issue | |  | | | | |
| Date of Issue | |  | | | | |
| Date of Expiry | |  | | | | |
| Type | Official/ Diplomatic/ UN/ Normal | | | | | |
| Other Valid Passports (if any) - Attach a copy | Passport  Number | |  | | | |
| Have used the passport for previous visa  applications | | | | |  |
| Country of Dual Citizenship (if any) | | | | |  | |
| 3. | | Name in full (As mentioned in the passport) | |  | | | | | | |
| 4. | | Any Other Name(s) | |  | | | | | | |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 5. | Gender | | Male |  | | Female | |  |
| 6. | Nationality | |  | | | | | |
| 7. | Below section should be filled if required | | | | | | | |
| 7A. | Details of Spouse | Name |  | | | | | |
| Passport Details | Number |  | | | | |
| Date of issue |  | | | | |
| Expiry Date |  | | | | |
| Nationality |  | | | | |
| 7B.. | Children |  | Name | | Passport  Number | | Age | |
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| 8. | I hereby certify that the above details and the documents submitted are true and accurate. I also understand that the non-submission of accurate information can result in the rejection of my application. | | |
| Applicant's Signature |  | Date |
| 9. | Certification of Organization/ School | | |
|  | I hereby certify that the above applicant is an employee of (Company Name)  ………………………………..  …………………………………………………………………….  . as (Position Name)  And I recommend his application above for the (Entry/Residence) .. . . . . . . visa recommendations.  I hereby certify that the above applicant is a student of (School Name) . . . . . . . . . . . . . . to follow (Course Name)  …………………And I recommend his application above for the (Entry/Residence) . . . . . . . . . . . . . . . . visa recommendations.  Name of Accountable Manager:  Capacity/ Position:  Email Address:  Telephone Number: (Office and Mobile): Fax Number:  Signature:  Company Seal  Date: | | |

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| --- | --- | --- | --- | --- |
| 10. | Document Checklist | | | |
| Please ( ) Submitted documents | | Applicant | CAASL |
| Entry Visa | Copy(ies) of the Passport(s) |  |  |
| Job Description/ Course Description |  |  |
|  | Appointment letter/ Transfer Letter/ |  |  |
|  | Course Enrolment document |  |  |
| New Residence Visa | Copy(ies) of the Passport(s) |  |  |
| Job Description/ Course Description |  |  |
| Appointment letter/ Transfer Letter/  Course Enrolment document |  |  |
| Entry Visa Copy |  |  |
| Residence Visa Renewal | Copy(ies) of the Passport(s) |  |  |
| Job Description/ Course Description |  |  |
| Appointment letter/ Transfer Letter or Extension of period letter/  Course Enrolment document |  |  |
| Previous Residence Visa Copy |  |  |
| Signature of applicant | |  |  |