

STEP 1 – Kazakhstan Business Visa Pack

Checklist for Requirements

Please send the following to [GulfVisa's address](#):

- Passport**
 - must be valid for at least 6 months beyond visa expiry date
 - have at least two blank visa pages
- One recent passport-sized coloured photo**
 - Must have a white background
- One fully completed & signed visa application form**
 - must be completed in block capitals
 - [click here for the form \(http://mfa.gov.kz/files/59fc4ac780ee4.pdf\)](http://mfa.gov.kz/files/59fc4ac780ee4.pdf)
- An original business introduction letter from your UK company**
 - see PAGE 2 for an example of this letter

Additional Requirements for Multiple-Entry Visa

- A copy of the letter of invitation from your host company in Kazakhstan**
 - see PAGE 3 for an example of this letter
 - this letter must be issued through the Federal Migration Service, bearing their rectangle-shaped stamp on the top right corner of the letter

Once completed, please follow [STEPS 2 and 3 on the GulfVisa website page \(click here\)](#)

Address: GulfVisa Ltd, 17 Hanover Square, Mayfair, W1S 1HU, UK

Your UK Company Letterhead

Embassy of the Republic of Kazakhstan,
125 Pall Mall,
London SW1Y 5EA

<Date>

Dear Sir/Madam,

This letter is to confirm that <UK Company Name> will sponsor <Applicant Full Name from Passport> for a <Single/Multiple> entry Business visa for <Duration of Validity>

<Applicant Name> is working for our company as a <Job Title> and has been employed since <Date>

<Applicant Name> wishes to visit <Name of Company you plan to visit in Kazakhstan> for business discussions on <Entry Date>. They will be leaving Kazakhstan on <Exit Date>.

<UK Company Name> will bear all travel expenses and accepts financial responsibility for <Applicant Name>

Please find their relevant personal information below:

Nationality:

Passport number:

Passport issue date:

Passport expiry date:

Please do not hesitate to contact us if you need any more information.

Yours sincerely,

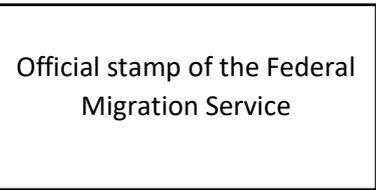
<Signature>

<Name of applicant's supervisor or the company's HR department or Manager of Department or Company Director>

<Signee Job title>

Kazakhstan Company Letterhead

(required to be on company letterhead paper)



Embassy of the Republic of Kazakhstan
125 Pall Mall
London SW1Y 5EA
UK

<Date>

Dear Sir/Madam,

This letter is to confirm that our company is inviting <Invitee's Full Name from Passport> from <UK Company Name> in the United Kingdom to visit us in Kazakhstan for business purposes, involving <Purpose of Journey>.

We are requesting a multiple entry business visa valid for <Duration of Validity>. The desired date of entry for our invitee is <Entry Date> and date of exit is <Exit Date>.

Note: The letter of invitation should match the business introduction letter in terms of all personal information and details of visa

Please find their relevant personal information below:

Nationality:

Passport number:

Passport issue date:

Passport expiry date:

Please contact us if you need any further information.

Yours sincerely,

<Signature>

<Name and job title of signee>

