**Obtaining a Short Term Pakistan Visa:**

Pakistan Embassy, Consular Office, 3517 International Court NW, Washington, DC 2008



**The following items are required for each applicant:**

* 4 fully completed Pakistan visa applications, *signed*
	+ Follow instructions below
* Employee’s valid official or diplomatic passport
* 4 identical color photos
* 4 copies of your passport bio page
* Completed Visa Letter information OIP submission ONLY
* Copy of MFA Card (if applicable)

**Special instructions for Pakistan visa applications: PLEASE- type entire application, and do not use acronyms. The Travel office will send electronic copy of the application and visa letter request to** **OIPPakistanVisaRequests@state.gov** **for review. Applications that have not been reviewed prior to submission will NOT be accepted.**

Visa applications for Diplomatic and Official passportswill be submitted by the OIP Center. Contractors using Ordinary passports **must** have application reviewed by OIP Center prior to submission by sponsoring office.

Anticipate **12 weeks or more** for turn around. Expedite Services are not available.

Complete all fields in the Pakistan visa application. If something does not apply to you, please fill in the section with “n/a”. Pay particular attention to the items below.

* # 2 - Purpose of Visit: enter visit description and location. Ex: Meeting with Management at US Embassy Islamabad.
* #3 - Duration of Stay: enter length of time to be spent in Pakistan - ex: 3 weeks.
* #4 – Note: Visa’s will only be issued for 1 month, 3 months or 6 months if you are **not** assigned personnel.
* #5 - Type of Visa: Short-term TDY check single or double entry.
* #6iii - Places to be visited in Pakistan: enter Islamabad, Pakistan **ONLY**.
* #7v - Blood Group: Must be filled in
* #7x - Religion: Fill as “n/a” as it is Department policy not to answer questions pertaining to religion.
* #9 - Telephone: Put” n/a” in home and cell number sections in abroad/country origin section.
* #9b - In Pakistan: Post you are traveling to: US Embassy Islamabad.
* #12 -
	+ A. Functional job title
	+ B. Agency name, ex: US Department of State
	+ C.mm/yyyy-mm/yyyy
	+ D. short job description
	+ E. Ex: US Embassy Lima, Peru 511-618-2000
	+ F. Name, address and contact numbers of boss/head in job from line A (whether with USG or not)
* #14 - Family Details: this section is mandatory and must be filled out completely. V.Spouse details leave 1st line blank but complete name, nationality.etc..,
* #15 – List oldest two children if more than 2
* #18ii Details of other countries visited during last two years: Indicate where you have been assigned as a Diplomat in the past two years, **including domestic postings (the United States is considered a country visited)**. Date is the date of arrival into that post or position. Purpose is Official. Duration is length of tour. Be sure to reflect travel noted in passport being submitted for Pakistan visa.

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