Diplomatic and Official Visas

Diplomatic and Official Visa requests must be accompanied by diplomatic note from the U.S. Department of State, **(Special Issuance Agency or Country Desk Officer for** **Brazil)** Diplomatic Mission or International Organization stating the nature and duration of the mission.

The letter should necessarily mention the following information, in the order presented in this template:

|  |  |
| --- | --- |
| Full Name: (First, Middle, Last) |  |
| Passport Number: |  |
| Official Title: |  |
| Department/Department/Agency: |  |
| US Point of contact for questions regarding the mission: |  |
| Departure Date from the USA: |  |
| Date of arrival in Brazil: |  |
| City of arrival in Brazil: |  |
| City/Cities of official Mission |  |
| Duration of stay in Brazil: |  |
| Purpose of trip (detailed): |  |
| Point of contact in Brazil and their contact information: |  |

**OBS:** In case the application is submitted without a "laissez-passer" the

official note requesting the visa must indicate the reason why the applicant is not presenting it.