

Libya: Arab stamp & translation

Dear Visa Applicant(s),

Bales Worldwide have recommended CIBT to assist you in applying for your Libya stamp and translation. Please ensure you read the following information thoroughly and submit this form when returning your application.

DEADLINE: Documents must be received by CIBT no earlier than 3 months before your entry into Libya but no later than 10 calendar days prior to the date you require your passport(s) back.

- Late submission fees of £5.88 per person will apply if you allow fewer than 10 days for processing.

REQUIREMENTS FOR BRITISH CITIZENS ONLY

Please send the following documents (per applicant):

- British Citizen Passport. It must have 6 months validity beyond the completion of your trip. It must be in tidy condition and have at least two blank pages.
- Completed Client Form for CIBT (overleaf) and payment for visa application (see note below).

PAYMENT

	COST PER PERSON	SUBTOTAL
Arab Stamp & Translation	£57.60	<input type="text"/>
<i>The above cost includes consular fees, handling fees and VAT.</i>		
<i>Please add £5.52 per household for Royal Mail Special Delivery Post for deliveries within the UK</i>		+£5.52
	TOTAL	<hr/> <hr/>

Please note CIBT do not accept payment by cash, cheque or postal orders.
Please fill out authorisation overleaf.

SENDING YOUR APPLICATION

Once you have completed your application, please send it by **Royal Mail Special Delivery** to:

**CIBT
PO BOX 61745
LONDON
SW1V 1UT**

Should you have any further queries regarding your visa application please call CIBT on 0844 800 4650 (option 2)

info@uk.cibt.com

This entire VISA ORDER FORM must be returned with your order. (If the information requested is left blank or completed incorrectly, the processing of your visa application may be delayed).

BALES / 24 / BALES

@CIBT UK LTD, August 17th 2009

CONTACT DETAILS:

Name:			
Address for return of passport(s):			
			POSTCODE:
Phone:		Email:	

PASSPORT DETAILS:

	Name & Passport Number	Occupation
1		
2		

TOUR DEPARTURE DATE:	TOUR ENDING DATE:	LATEST DATE YOU NEED YOUR PASSPORT(S) BACK BY:
		"asap" is not a valid option please be aware of the "late submission fees" stated overleaf

Please note: A charge of £6.95 +VAT per person for passport replacement service will automatically be added to the CIBT fee paid for all UK passport holders. CIBT highly recommends the passport replacement service. If you lose your current passport, CIBT will assist you in obtaining a replacement including any agency surcharges above and beyond the normal UK Passport Agency Fee. Visit <http://cir.uk.cibt.com/passportreplacement> for coverage details. Check this box to decline coverage:

PAYMENT DETAILS:

Please note we do not accept payment by cash, cheque or postal orders.
 I HEREBY AUTHORISE CIBT TO CHARGE A VARIABLE AMOUNT TO MY CREDIT/ DEBIT CARD FOR PROCESSING AND DESPATCH OF MY/OUR VISA/S (payments by credit card incur a surcharge of 1.25%)

CARD NUMBER:

EXPIRY DATE: CCV NUMBER: (3 digits for most cards, 4 digits for AMEX)

ISSUE NO (if applicable):

CARD HOLDER: _____ SIGNED: _____ DATE: _____

CIBT will make every effort to secure the visa or visas you require for your trip, and for the date requested. However, it is important that when we return your passport and documents to you, that you verify that all the visas you require for your trip have been obtained, that the visas for each country you intend to visit are valid for the dates of your visit, and that your passport is valid for the appropriate time you are abroad. By engaging CIBT you agree that the sole remedy against CIBT for damages in connection with the failure to obtain a requested visa or visas shall be the return of the service fee charged (up to a maximum of £250). Embassy fees, postage fees, processing times and requirements are subject to change without notice. The application form contained in this visa pack may be valid for use only through CIBT. Postage costs refer to shipments in the UK. Cancellations incur a £15+vat surcharge per person. CIBT's full terms and conditions can be found at: <http://uk.cibt.com/terms>