

## Directions for filling out the Vietnamese Visa Application Form

This form can either be filled out by hand or it can be downloaded from Vietnam Battlefield Tours' website and filled out on your computer.

If you are filling this Visa Application out by hand, follow all the directions below, and then send the application to Vietnam Battlefield Tours along with your other Tour Registration forms.

If you are filling this Visa Application out on your computer, download the application to your computer; save it there; and then fill it out. Once the application is filled out, print the application, sign it, and then send the application to Vietnam Battlefield Tours along with your other Tour Registration forms.

**Dates on this Visa Application:** All requested dates on this application are to be filled out using the DD/MMM/YYYY format. So, for example: if you were born on 3/25/46 you would write your birthday as 25/Mar/1946. Note: if you are fulling out the form on your computer, you can enter the date information as 25/3/1946 and it will be converted to 25/Mar/1946 and placed in the spaces on the form.

### Form Fields:

If you are filling this Visa Application out by hand, some of the line items may not be big enough for all the requested information, so you might have to write smaller than normal to get all the information listed.

If you are filling this Visa Application out on your computer, the text will automatically resize for you so you will be able to get all the requested information imputed.

- 1 – Full Name: Must write in capital letters and must match your passport details.
- 2 – Sex: Check one
- 3 – Date of Birth: Write in DD/MMM/YYYY order.
- 4 - Place of birth: Write both city and country name.
- 5 – Nationality at Birth: Write your nationality. Ie: USA / United Kingdom (not American or British)
- 6 – Current Nationality: Write your nationality. Ie: USA / United Kingdom (not American or British)
- 7 – Religion: List your religion, put “None” if that is the case.
- 8 – Occupation: List your Occupation here. If you are “Retired”, list that.
- 9 – Employer and Business Address: List your Employer name and business address here. If you are Retired, list “None”.
- 10 – Permanent Residential Address: This is your home address in the country you are coming from.
  - Telephone/Email Address: You can place your phone number to the left side of this area and your email address to the right side.

11 – Family Members: Note: Each person (over the age of 14) will need their own Visa Application. List the names and other requested information of all family members who are traveling with you.

12 – Passport Document: 4 boxes to fill out here.

- Passport Number:
- Passport Type: “Ordinary”, “Official”, or “Diplomatic”. For most people this will be “Ordinary”.
- Issuing Authority: For U.S. Passport holders this will be “U.S. Department of State”.
- Expiry Date: The date the Passport Expires

13 – Date of the Previous Entry into Viet Nam: If you have been to Vietnam before and have a Visa Sticker in your Passport, put the date of the latest Visa here. If you were only in Vietnam during the war, there is no need to put that date here.

14 – Intended Date of Entry: This is the date that your tour starts in Vietnam.

14 – Intended Length of Stay in Viet Nam: Usually 13 days.

15 – Purpose of Entry: Write (tourism/ business/ study/ work/ other).

16 – Intended Temporary Residential Address in Viet Nam: This is the name and address of the hotel in Viet Nam that we will be staying at on the first night in country. **You can leave blank**, VBTours will fill in information.

17 – Hosting Organization in Viet Nam: This is information pertaining to our Vietnamese Tour provider in Viet Nam. **You can leave blank**, VBTours will fill in information.

18 – Accompanying Children under 14 years old: If you are traveling with children under the age of 14 years old, their information needs to go here.

- No: Put “1” for first child, put “2” for second child
- Full Name: All Capital Letters only
- Sex: M or F
- Date of Birth: Format DD/MMM/YYYY

19 – Applying for Visa:

- Single/Multiple: Mark Single Entry or Multiple Entry
- Valid From Date: The date your tour starts. Format DD/MMM/YYYY
- Valid To Date: The date your tour ends. Format DD/MMM/YYYY

20 – Other Requests: Leave Blank, you shouldn’t have requests that need to be addressed here.

I declare to the best of my knowledge that all the above particulars are correct:

- Done at: This is the airport through which you are entering Viet Nam. This will be either Noi Bai Airport in Ha Noi, or Tan Son Nhat Airport in Saigon. **You can leave blank**, VBTours will fill in information.
- Date: This is the arrival date that you enter Viet Nam. You can leave blank, VBTours will fill in information.

Below “The applicant’s signature and full name” is two lines. Sign your name on the first line and write your full name on the second line.

Directions for Vietnam Visa Application

Ảnh - photo  
4x6 cm  
See notes  
(2)

**TỜ KHAI ĐỀ NGHỊ CẤP THỊ THỰC VIỆT NAM (1)**  
**VIETNAMESE VISA APPLICATION FORM**  
(Dùng cho người nước ngoài – For foreigners)

- 1- Họ tên (chữ in hoa):.....  
*Full name (in capital letters)*
- 2- Giới tính: Nam  Nữ   
*Sex Male Female*
- 3- Sinh ngày.....tháng.....năm.....  
*Date of birth (Day, Month, Year)*
- 4- Nơi sinh:.....  
*Place of birth*
- 5- Quốc tịch gốc: .....6- Quốc tịch hiện nay:.....  
*Nationality at birth Current nationality*
- 7- Tôn giáo: .....8- Nghề nghiệp: .....  
*Religion Occupation*
- 9- Nơi làm việc: .....  
*Employer and business address*
- 10- Địa chỉ thường trú: .....  
*Permanent residential address*
- .....Số điện thoại/Email:.....  
*Telephone/Email*

**11- Thân nhân *Family members:***

Quan hệ (3) <i>Relationship</i>	Họ tên (chữ in hoa) <i>Full name</i> (in capital letters)	Giới tính <i>Sex</i>	Ngày tháng năm sinh <i>Date of birth</i> (Day, Month, Year)	Quốc tịch <i>Nationality</i>	Địa chỉ thường trú <i>Permanent residential address</i>

- 12- Hộ chiếu/giấy tờ có giá trị đi lại quốc tế số: ..... loại (4): .....  
*Passport or International Travel Document number Type*
- Cơ quan cấp: ..... có giá trị đến ngày:...../...../.....  
*Issuing authority: Expiry date (Day, Month, Year)*
- 13- Ngày nhập cảnh Việt Nam gần nhất (nếu có): .....  
*Date of the previous entry into Viet Nam (if any)*
- 14- Dự kiến nhập cảnh Việt Nam ngày ...../...../.....; tạm trú ở Việt Nam .....ngày  
*Intended date of entry (Day, Month, Year) Intended length of stay in Viet Nam days*
- 15- Mục đích nhập cảnh: .....  
*Purpose of entry*
- 16- Dự kiến địa chỉ tạm trú ở Việt Nam:.....  
*Intended temporary residential address in Viet Nam*
- 17- Cơ quan, tổ chức hoặc cá nhân tại Việt Nam mời, bảo lãnh  
*Hosting organisation/individual in Viet Nam*

Cơ quan, tổ chức: .....

*Name of hosting organisation*

Địa chỉ: .....

*Address*

Cá nhân (họ tên) .....

*Hosting individual (full name)*

Địa chỉ.....

*Address*

Quan hệ với bản thân .....

*Relationship to the applicant*

18- Trẻ em dưới 14 tuổi đi cùng hộ chiếu (nếu có):  
*Accompanying child(ren) under 14 years old included  
in your passport (if any)*

Ảnh - photo  
4x6 cm  
(under 14 years  
old)  
See notes  
(2)

Ảnh - photo  
4x6 cm  
(under 14 years  
old)  
See notes  
(2)

Số TT <i>No</i>	Họ tên (chữ in hoa) <i>Full name (in capital letters)</i>	Giới tính <i>(Sex)</i>	Ngày tháng năm sinh <i>Date of birth</i>

19- Đề nghị cấp thị thực:      một lần       nhiều lần   
*Applying for a visa                      Single                      Multiple*

từ ngày: ...../...../.....      đến ngày...../...../.....  
*valid from (Day, Month, Year) to (Day, Month, Year)*

20- Đề nghị khác liên quan việc cấp thị thực (nếu có):.....  
*Other requests (if any)*

Tôi xin cam đoan những nội dung trên là đúng sự thật.

*I declare to the best of my knowledge that all the above particulars are correct*

Làm tại: ..... ngày .....tháng .....năm .....  
*Done at                      date (Day, Month, Year)*

**Người đề nghị** (ký, ghi rõ họ tên)  
*The applicant's signature and full name*

\_\_\_\_\_  
\_\_\_\_\_

**Ghi chú/Notes:**

Gọi hướng dẫn ghi tài liệu: 0946639599

(1) Mỗi người khai 01 bản kèm hộ chiếu hoặc giấy tờ có giá trị đi lại quốc tế, nộp trực tiếp tại cơ quan đại diện Việt Nam ở nước ngoài hoặc đơn vị kiểm soát xuất nhập cảnh tại cửa khẩu quốc tế nơi nhận thị thực.

*Submit in person one completed application form enclosed with passport or International Travel Document at the Vietnamese Diplomatic Mission abroad or at the international border checkpoint immigration office where the visa is issued.*

(2) Kèm 02 ảnh mới chụp, cỡ 4x6cm, phông nền trắng, mặt nhìn thẳng, đầu để trần, không đeo kính màu (01 ảnh dán vào tờ khai, 01 ảnh để rời).

*Enclose 2 recently taken photos in 4x6 cm size, with white background, front view, bare head, without sunglasses (one on the form and the other separate).*

(3) Ghi rõ bố, mẹ, vợ, chồng, con, anh, chị, em ruột (nếu có).

*State clearly the information about parents, spouse, children and siblings (if any).*

(4) Ghi rõ loại hộ chiếu phổ thông, công vụ, ngoại giao hoặc giấy tờ có giá trị đi lại quốc tế.

*Specify type of passport whether it is Ordinary, Official or Diplomatic or specify name of the International Travel Document.*