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## **CAMEROONIAN E-VISA**

<u>Scope of this document:</u> These requirements apply ONLY to Transit, Short Stay or Long Stay Regular or Express visas. For Courtesy or Diplomatic visas, please go to <u>Evisa Requirements for Diplomats and Officials</u>.

I. Jurisdiction of the Embassy of Cameroon in Washington, D.C.: UNITED STATES OF AMERICA, MEXICO, COSTA RICA, THE BAHAMAS, JAMAICA, SAINT CHRISTOPHER AND NEVIS, BELIZE, BERMUDA, GUAM, GUERNSEY, AMERICAN SAMOA, THE WORLD BANK, THE INTERNATIONAL MONETARY FUND (IMF), AND THE INTERNATIONAL TELECOMMUNICATIONS SATELLITE ORGANIZATION (ITSO).

II. Who can apply for an E-visa through the Embassy of Cameroon in Washington, D.C.? Eligible applicants include:

a. Citizens of the countries, and staff members of the international organizations listed above;

b. Legal residents with a current immigrant or nonimmigrant (excluding visitor status\*) status in those countries, and their dependents;

c. Citizens of countries not covered by any other Cameroonian Embassy/Consulate, and closest geographically to the United States of America.
 \* Individuals who are visitors in the countries listed above are not eligible and must apply through the Cameroonian Embassy/Consulate that is closest geographically to their country of citizenship.

III. <u>Overview of the E-visa Process.</u> In need assistance during this process? Please submit your request/question by email to contact@evisacam.cm and/or support@evisacam.cm.

PRE-ENROL ONLINE via www.evisacam.cm or www.evisacam.com > Verify the accuracy of the information provided > Your input is considered final. Make sure that there are no mistakes or inaccuracies in your submission	<ul> <li>What you must do: Create or log into your user account and start/continue with your application.</li> <li>Fill-out the online application form completely: Write your <i>full name</i> as written in your passport    Insert and verify your <i>date of birth, passport and contact info, travel dates</i> and <i>requested visa duration,</i> specify the <i>purpose of your trip</i> and information about your host in Cameroon (<i>name, address, contact, relationship</i>).</li> <li>Upload scanned copies of required documents (See Section V of this document):</li> <li>Biodata page of your passport valid for at least 6 months.</li> <li>Proof of Yellow Fever immunization.</li> </ul>
Pre-enrolment complete	<ul> <li>6. For minors (under 18 years old), copy of birth certificate, notarized parental authorization (even if the child is traveling with the parent(s), this document is required) and proof of identification (passport/ID) of the parents.</li> <li>7. Justification of the purpose of the visit, and of the conditions and sufficient means of subsistence during the stay: Legalized letter of invitation / certificate of accommodation / Hotel reservation, as applicable.</li> <li>8. Upon request, any additional document deemed necessary for the processing of your request.</li> </ul>
PAY THE REQUIRED FEES ONLINE    Payments are nonrefundable  Paying for a Long Stay visa (6 months to 1 year) DOES NOT guarantee issuance of a Long Stay visa  Contact your bank for assistance if you experience difficulties in making a payment online	What you must do: Pay applicable fees online. For Long Stay visas (6 months to 1 year), ascertain that you meet the <u>requirements</u> before paying. Pay online ONLY using a debit or credit card (Mastercard or Visa) via the <i>Atlantic Bank</i> link, or Mobile/Orange Money via the <i>Atriland First Bank</i> link. It is NOT possible to come to the Embassy to make any payment in person. You can view/download your payment confirmation within your account in the <i>evisacam.cm</i> portal. The payment confirmation IS NOT a visa.
Payment made	
MONITOR THE PROGRESS OF YOUR APPLICATION VIA THE ONLINE PORTAL > Status notifications are made through the portal. > An application can display a badge/tag that reads "PAID", "Approved", "On Hold" or "Rejected" > Incomplete files or files presenting inaccuracies may experience significant delays	What you must do: Log into the online portal regularly to monitor the status of your request. "Paid" tag/badge: The application is Pending. No action necessary. The request is being reviewed and a decision will be be made as soon as possible. "Approved" tag/badge: The application is Approved. A visa issuance authorization/QR code becomes available for download from within the portal. Note that this authorization will not be emailed to the applicant. If you reside in the City of Washington, DC, download the online visa issuance authorization and come in person to the Embassy to receive your visa sticker Monday-Thursday between 1:00pm and 04:30pm. If you reside outside of Washington, DC, download the visa issuance authorization with QR code in the portal
Request approved	and you can receive your visa sticker either at the Embassy, or at a Cameroonian border entry point. "On Hold" tag/badge: Your request is On Hold. Your file is incomplete or presents inaccuracies. Promptly EDIT your file by including the requested information or documentation, then <b>RESUBMIT</b> it via the portal. If you do not provide the documentation required, your file may be rejected and the fees paid forfeited. "Rejected" tag/badge: Your request is <i>Rejected</i> . No further action is possible for this request. If you would still like to obtain a visa following a rejection, you must submit a new, complete application.
BIOMETRIC ENROLMENT (PHOTO & FINGERPRINTS CAPTURE) / AFFIXING OF VISA STICKER IN YOUR VALID PASSPORT > Done in-person only (no representative allowed) > Copies or prints cannot be made at the Embassy: gather the required documentation beforehand.	What you must do: Come to the Embassy on a walk-in basis Monday through Thursday between 1:00pm-4:30pm, <u>OR</u> travel to a Cameroon port of entry to receive you visa sticker upon arrival. <u>What to bring with you</u> : Originals or printed copies [see below] – Copies in your phone are not accepted! Original passport   Original vaccination certificate with proof of yellow fever immunization   Notification of visa approval/QR Code   Printed copies of the documents uploaded online for verification. <u>Attention</u> : DO NOT travel to Cameroon without a visa sticker in your passport, or an online visa approval and QR code as entry into Cameroon will not be permitted without one or the other.

PURPOSE OF TRAVEL <sup>(a)</sup>	VISA TYPE – VALIDITY (b)	FEES	PROCESSING TIME (*) FOR ADMISSIBLE FILES
Transit to the country of destination	Transit Visa – Up to 4 DAYS	Gratis	1-3 business days
	Transit Visa for a period exceeding 4 DAYS (NEW)	181.82	1-3 business days
Temporary visit: Private visitors, tourists, businesspersons,	Short Stay Visa – Up to 6 MONTHS	\$181.82	3 business days
promoters, guests or participants in an event organized in Cameroon, persons of private means, pensioners, healthcare evacuees	Short Stay Express Visa – Up to 6 MONTHS	\$272.73	24 hours
Contract workers, independent workers, long-term trainees, students,	Long Stay Visa – Up to 1 YEAR	\$272.73	3 business days
family members of an alien staying/residing in Cameroon, refugees.	Long Stay Express Visa – Up to 1 YEAR (SUPPRESSED)	N/A	N/A

#### Table: Type of visa suggested according to purpose of travel.

(a) FOR CATEGORIES OF TRAVELERS defined in Decree N° 2023/147 of March 02, 2023 to lay down the conditions of implementation of Law N° 97/012 of January 10 1997 to lay down conditions of entry, stay and exit for aliens in Cameroon.

(b) Visas are valid for the validity period shown on the visa sticker.

(c) The processing time excludes weekends as well as public holidays in the USA and in Cameroon. In some instances, the processing may run beyond the prescribed processing times. It is therefore highly recommended to apply early.

Single-Entry vs. Multiple-Entries visas & Period of Validity:

- Travelers may request single-entry or multiple-entries visas. However, the number of entries, as well as the period of validity of the visa will ultimately be granted as deemed appropriate by the Embassy of Cameroon in Washington, DC.
- THERE IS NO ONE-YEAR Visa, but rather a LONG STAY VISA with a validity of UP TO ONE-YEAR. Make sure that you meet the conditions outlined in this document before applying for and paying for a 1-year visa.
- Once a visa has been granted, its validity CANNOT be modified in any way. Consequently, if a traveler must modify their travel dates to a period of time that would fall outside of the validity of the visa granted, it may become necessary to apply for another visa entirely.

# V. <u>Required Documents</u>: These are the documents to SCAN and UPLOAD through the portal, according to the type of visa requested. Be advised that illegible/unreadable documents or documents with poor quality will not be accepted.

Recommended file format: PDF. Maximum file size allowed: 5 Megabytes. If you experience difficulties uploading a document though the portal, please reduce the size of the file and retry.

#### FOR ALL APPLICATIONS

1. Biodata page of applicant's passport that will have at least 6 months of validity left on the projected date of travel for Short Stay visas, and more than 6 months of validity left on the projected date of travel for Long Stay visas.

2. Copy of flight reservation to/from Cameroon showing the travel itinerary (travel dates and transit cities and countries).

3. Legible copy of vaccination certificate showing proof of yellow fever immunization (*not required for infants under 1 year old*). The certificate must <u>clearly</u> show a YELLOW FEVER / FIEVRE JAUNE / STAMARIL / ANTI-AMARIL vaccine, NOT OTHER VACCINATIONS. If not immunized against yellow fever, get vaccinated prior to applying for a visa. If you cannot get a yellow fever vaccine for medical reasons, provide a signed and stamped medical exemption letter.

#### 4. Proof of financial support:

- You will be supporting yourself financially during the trip to Cameroon: Submit a recent bank statement (less than 3 months old).
- Travel expenses will be supported by another individual: Submit a notarized letter of support along with a copy of a recent bank statement (less than 3 months old) from the third party.
- Travel expenses will be supported by your company/organization: Submit a signed letter of financial responsibility on company letterhead.
- The trip is sponsored by an individual/company/organization in Cameroon: Letter of invitation legalized by the Police in Cameroon confirming that travel expenses will be the covered by the inviting party.

#### 5. Eligible citizens from countries not listed in Section I: Submit proof of residency status:

- Permanent residents in one of those countries: copy (front and back) of residency permit;
- Foreigners with a non-immigrant visa and their dependents (e.g.: H1B/H4, G1, G4, etc.): submit a copy of the visa.
- International students and dependents (F1/F2 visas): copy of most recent form I-20, and letter from the International Students Office of the school confirming the validity of the student status Exchange visitors and dependents (J1/J2): copy of current form DS-2019;
- Applicants with a pending immigration case: copies of documents justifying that a procedure of adjustment of status is in progress;

#### 6. <u>Minors (Under 18 years old):</u> Please submit items a, b (if applicable), c and d indicated below:

a. Copy of the minor applicant's birth certificate.

**b. If applicable, copy of official/Court documentation assigning guardianship** for legal guardians who are not the minor's biological parents.

c. Copies of parents/legal guardians' valid identification document (identification card, passport or other) and proof of residency status in their country of residence (copy of US or foreign passport, valid visa, residency permit, I-20 form for students, etc.).

**d.** Notarized letter of support jointly signed by both parents/legal guardians expressing agreement for the minor's trip to Cameroon, and specifying who will be traveling with the child. If the letter cannot be signed jointly, 2 separate letters (one for each parent) must be provided.

- If the child's birth certificate does not bear the father's name, but only the mother's name, she alone will submit this document.

• If a Parent/legal guardian is NOT physically present in one of the countries listed in Section I: Parents/legal guardians who are in Cameroon must provide a parental authorization legalized by the Police along with certified copies of the biodata page of their Cameroonian passport or national identity card. Parent(s)/legal guardian(s) who are neither in one of the countries in Section I, nor in Cameroon must submit a letter of support legalized at the nearest Cameroonian Embassy/Consulate along with copies of their passport or other identification document.

#### 7. Justification of purpose of visit, of duration of stay and of means/conditions of subsistence for the type of visa requested:

#### a. TRANSIT Visas: Submit:

- Items 1 through 6 above, as applicable;
- A visa or an authorization to enter the country of destination [Must be obtained prior to submitting a Transit visa request].
- Copy of flight ticket/travel itinerary from airline/travel agency confirming the trip itinerary from Cameroon to the intended destination.

b. SHORT STAY Visa (Between 1day and 6 months): Submit:

- Items 1 through 6 above, as applicable;
- For Item 2 above (flight/trip reservation), evidence of round-trip travel must be provided;
- Additional required items according to the type of visa requested:

For Tourism: Be advised that there is no Long Stay Tourist visa. Submit Proof of accommodation: hotel reservation, certificate of accommodation or letter of invitation from a tour operator legalized by the Police.

For Business: Submit:

(1) Company letter guaranteeing financial and legal responsibilities for the traveler for a duration of stay in Cameroon of up to 6 months.

(2) Warranty of repatriation.

(3) Letter of introduction from well identified business partner(s) or prospective business partners in Cameroon, legalized by Immigration or Police Authorities.

(4) If applicable, business contract between traveler(s) and partner(s) in Cameroon, undersigned by Administrative or Immigration Authorities.

(5) An authorization, when required, issued by competent Authorities to practice a liberal profession or to promote farming, pastoral, industrial, commercial, artisanal, or other activities.

#### For Visits: Submit:

(1) Letter of invitation from the inviting party for a duration of stay in Cameroon of up to 6 months, or an invitation to an event organized on the National territory, in each case legalized by the Police.

(2) Proof of hotel reservation, valid for the expected duration of stay or Certificate of Accommodation issued by the inviting party, and legalized by territorially competent Immigration or Police Authorities.

(3) Proof of marital or parental relationship respectively for a spouse or a child of a Cameroonian citizen, or a U.S. citizen of Cameroonian origin (examples: copy of marriage license or birth certificate, copy of spouse or parent's passport or birth certificate, any combination of documents permitting to establish the relationship). If such relationships (marital or parental) are established, items (1) and (2) are not required. For Studies: Submit:

(1) Letter from the student's local school (in one of the countries listed in Section I above) acknowledging the student's trip to Cameroon.

(2) Acceptance letter or admission certificate issued by school officials in Cameroon.

(3) Bank statement or letter from the student or the student sponsor's bank confirming that sufficient resources are available to be used by the student during their stay in Cameroon.

For Internships/Volunteering: Internship program acceptance letter signed by the relevant authorities for interns, or letter of confirmation for a volunteering opportunity in Cameroon for volunteers, legalized by the Police.

#### c. LONG STAY Visa (Up to 1 year): Submit:

#### Items 1 through 6 above, as applicable;

Additional required items according to the type of visa requested:

#### For Business: Submit:

(1) Company letter guaranteeing financial and legal responsibilities for the traveler for a duration of stay in Cameroon exceeding six (06) months. (2) Warranty of repatriation.

(2) Warranty of repatriation.
 (2) Letter of introduction from

(3) Letter of introduction from well identified business partner(s) in Cameroon, requestion for the issuance of a visa with a validity exceeding 6 months, legalized by Immigration or Police Authorities.

(4) Business contract between traveler(s) and partner(s) in Cameroon, undersigned by Administrative or Immigration Authorities.

(5) An authorization, when required, issued by competent Authorities to practice a liberal profession or to promote farming, pastoral, industrial, commercial, artisanal, or other activities.

#### For Visits: Submit:

Proof of marital or parental relationship respectively for a spouse or a child of a Cameroonian citizen (examples: copy of marriage license or birth certificate, copy of spouse or parent's passport or birth certificate, any combination of documents permitting to establish the relationship). For Studies: Submit:

(1) Letter from the student's local school (in one of the countries listed in Section I above) acknowledging the student's trip to Cameroon.

(2) Acceptation letter or admission certificate issued by school officials in Cameroon for an academic program with a duration exceeding 6 months.
 (3) Bank statement or letter from the student or the student sponsor's bank confirming that sufficient resources are available to be used by the

### student during their stay in Cameroon.

For Internships/Volunteering: Internship program acceptance letter signed by the relevant authorities, or letter of confirmation for a volunteering opportunity in Cameroon for volunteers, legalized by the Police for a duration exceeding 6 months.

#### 8. Upon request, any additional document(s) deemed necessary for the processing of the application.

<u>Questions/Inquiries?</u> Please use the contact form on the <u>www.evisacam.cm</u> portal. Before submitting any questions/inquiries, review the *Frequently Asked Questions* section by clicking on the "FAQ" link on the portal.