

CHECKLIST - UNITED KINGDOM

Visa Application Centre in Makati



This checklist is only applicable if you are fully vaccinated against Covid-19!

VISA TYPE	TOURIST VISA	
Please submit the documents in the exact order given below, please do not staple any documents		
DETAILED REQUIREMENTS		NOTES
1	Original valid passport - Including old passport with the previous visa *if any	
2	Visa application form	
3	2 Pcs Passport size photographs	
4	Round trip flight reservation	
5	International travel insurance: With COVID coverage with 15-30 15-30 day allowance during the intended travel.	
6	Proof of accommodation in United Kingdom / Schengen member states	
7	Travel Itinerary	
8	<p>Proof of financial status: All documents have to be originals, in A4 format, with the stamp and signature of the bank.</p> <ul style="list-style-type: none"> ● If employed: <ul style="list-style-type: none"> <input type="checkbox"/> Certificate of employment (position, date of hiring, salary) <input type="checkbox"/> Certificate of approved leave of absence (dates must be clearly mentioned) <input type="checkbox"/> Income tax return or Form 2316 ● If self-employed and/or company owner: <ul style="list-style-type: none"> <input type="checkbox"/> Department of Trade Industry (DTI)/Securities Exchange Commission (SEC) registration of business Income tax return <input type="checkbox"/> Business financial statement ● If student: <ul style="list-style-type: none"> <input type="checkbox"/> Proof of enrolment <input type="checkbox"/> Copy of the student IDs <input type="checkbox"/> Certificate of leave of absence if traveling during the school year (dates must be clearly mentioned) 	
9	<p>Evidence of Funds</p> <ul style="list-style-type: none"> <input type="checkbox"/> Bank certification, bank books <input type="checkbox"/> Personal bank statements, credit card statements, or balances covering the last six months 	
10	<p>Other proof of rootedness:</p> <ul style="list-style-type: none"> ● If you own any land, cars, properties, land titles, etc. bring the original documents as well as their photocopies. 	
11	PSA (Formerly NSO) Birth Certificate - APPOSTILLE	

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12	Traveling with a spouse and/or child/children: <ul style="list-style-type: none">• Marriage contract and birth certificate(s) of the child/children, must be certified	
13	Minors <ul style="list-style-type: none">• Affidavit of support and consent of parents (legal guardians)	
14	Proof of Vaccination <ul style="list-style-type: none">• Vaccination Certificate• Vaccination Card	
15	FOR BUSINESS TRIP ONLY <ul style="list-style-type: none">• Basic requirements for tourist visa plus the Endorsement letter from the employer and invitation from counterpart abroad.	
16	FOR INVITATION REQUIREMENTS ONLY <ul style="list-style-type: none">• Passport copy• Identification card or any residence id• Proof of financial stability (bank details) and income tax return from their issuing country• Proof of employment and (if any)• Proof of business documents (if any)• Proof of accommodation (a land contract or lease contract - if any)	
17	Embassy Visa Fee: PHP 8,800 VFS service fees PHP 1,100 Processing Fee PHP 2,500 Reservation Fees: PHP 2,500 / Per reservation services	

Important Note/s:

- The required documents have to be submitted with the visa application (no fax or e-mail to the Embassy is accepted).
- The Embassy of the United Kingdom reserves the right to ask for additional documents and/or for a personal interview as well as to verify the content and truth of the documentation presented.
- Please note as per instructions received from the Embassy of the United Kingdom, personal Bank statements (last 3 months) with stamp/signature of the Bank in original need to be submitted in A4 size only.
- "Applicants and travel agents are requested not to bind two or more passports with a stapler to avoid getting it damaged. Instead, you may bind them together using rubber bands."
- Personal appearance by appointment, with biometrics.

Processing Time:

- Applications shall be lodged no more than three months before the start of the intended visit.
- Applications shall be decided on within 10 to 15 working days after the embassy scheduled appearance.

Visa Application Centre

British Embassy Manila

120 Upper McKinley Rd, Taguig, 1630 Metro Manila

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