

Sri Lankan Visa Instruction Sheet

THIS IS AN INSTRUCTION SHEET ONLY NOT THE VISA APPLICATION FORM
Updated July 2019 by the Visa Department

Visa documents are **due 75 days prior to departure**. Please notify your Travel Agent or Wendy Wu Tours if you cannot make the deadline. Documents will **not be accepted within 30 days of departure**. ETA's (Electronic Travel Authorisation) are provided with final documentation approximately 2 – 3 weeks prior to departure.

Please provide your **coloured copy of your passport bio page** and any additional documents to your Travel Agent. If you have booked directly with Wendy Wu Tours, then please send it via **email as an attachment**:

Documentation@Wendywutours.com.au with

1. Booking Reference number, Last Name [Sri Lanka E-Visa] (Subject line of Email)
e.g. AUQ123456 SMITH Sri Lanka E-visa

Alternatively, if you would like to mail/courier the documents, please send it to:

Wendy Wu Tours
Attn: Visa Department
Level 6, 20 Hunter Street
Sydney, NSW 2000
Phone: 02 9224 8888

Sri Lankan Application Checklist:

- 1 x coloured copy of passport bio page.
- 1 x flight itinerary (only if you have not organised flights through Wendy Wu Tours).

Basic Application Requirements:

- Passports must have a minimum of 6 months validity left, from the date of your arrival back into Australia.
- Copies of passport must be in colour, clear, legible and printed on A4 white paper only.

Visa Conditions

1. *The Sri Lankan Consulate is very strict about the presentation of applications. Including, but not limited to your form/s, passport validity or photo, if any documentation or material are incorrect then the consulate will reject the application. In this case, the customer will incur any urgent processing fees or tour cancellation costs. Wendy Wu Tours cannot accept responsibility for any failure in this respect.*
2. *Wendy Wu Tours has no control over Consular decisions to issue visas. Once your application is submitted, the Consulate may require you to pay additional fees or provide further documents, information, and/or material. In some cases, the Consulate will require the applicant to submit their passport and visa application forms in person.*
3. *It is very important that you read the instruction sheet and visa application form carefully. Please ensure you dispatch passports and visa applications forms before the due date. If you believe your visa application may be rejected, then contact the Visa Department.*
4. *A passport with a minimum of six months validity is required for customers traveling to all countries in our programme. Visa fees are included for Australian passport holders in all fully inclusive group tours. Non-Australian passport holders will incur additional fees.*
5. *Passport and visa applications are due into Wendy Wu Tours **75 days prior to departure**. Please notify your travel agent or Wendy Wu Tours if you cannot make the deadline or choose to arrange your own visas.*
6. *If passports and visa applications are not received by Wendy Wu Tours **45 days prior to departure**, urgent processing fees will apply.*
7. *Passports and visa applications will not be accepted within **30 days prior to departure**, regardless of urgent processing options.*
8. *Unless otherwise requested, your passport will be returned with final documentation approximately 2 weeks prior to your departure date. If the customer requests the passports to be returned prior to this, an additional fee will be incurred.*