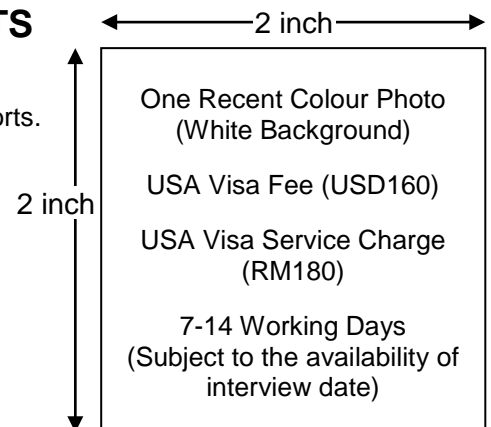


## USA VISA REQUIREMENTS

### Basic Requirements

- 1) Current Passport with minimum 6 months validity and all previous passports.
- 2) One recent colour photo (2" x 2" white background).
- 3) USA Visa Deposit Slip (must print out from internet) and Bank Receipt.
- 4) Marriage Certificate or Children Birth Certificate (if applicable).
- 5) Parents full name and date of birth.
- 6) Spouse full name and date of birth (if applicable).
- 7) Home address, contact number and email.



### Applicant Status

#### A) Employee

- Company Letter (Chop & Sign) – Current position and salary – Company name, address and contact number.

#### B) Employer / Self Employed

- Company Letter (Chop & Sign) – Current position and salary – Company name, address and contact number.
- Copy Form 9, 24 & 49 (SDN BHD Company) or copy SSM Registration (Normal Company).

#### C) Retiree / Housewife / Not Employed

- Self Declare Letter (Sign) – If you are employed in the last five years, please provide your previous company name, address and contact number, position, salary, supervisor name, start date and end date.

#### D) Student

- School Letter (Chop & Sign) – School name, address and contact number.

### Purpose of travel to USA

#### A) Tourist (Joining Tour / Travelling By Own)

- Tour Itinerary – Flight Itinerary – Hotel name, address and contact number in USA.

#### B) Tourist (Visiting Friend / Relative)

- Invitation Letter (Sign) – Flight Itinerary – Copy Passport or ID of the person who invite you to USA.
- Friend / relative full name, address and contact number in USA.

#### C) Business

- Invitation Letter (Chop & Sign) – Flight Itinerary – Hotel name, address and contact number in USA.
- Contact person full name, address and contact number in USA.

### Who are sponsoring your trip?

#### A) Your Own Self

- Proof of personal income (e.g. Saving / Current Account Statement (latest 3 months), Fixed Deposit (up to date), Pay Slip, EPF Statement, EA Form, Income Tax and others).

#### B) Other Person

- Sponsor Letter (Sign) – Sponsor copy Passport or ID – Sponsor full name, address and contact number.
- Proof of relationship with the sponsor (e.g. Marriage Certificate, Birth Certificate).
- Proof of sponsor income (e.g. Saving / Current Account Statement (latest 3 months), Fixed Deposit (up to date)).

#### C) Company

- Company Sponsor Letter (Chop & Sign) – Company name, address and contact number.
- Copy Company Business Registration (e.g. Form 9, 24 & 49, SSM Registration).
- Proof of company income (e.g. Current Account Statement (latest 3 months) and others).

### Please answer the following questions sincerely

- 1) **Have you entered USA before?** If Yes, please declare the date and duration of stay of each entry in USA.
- 2) **Have you successful applied USA visa before?** If Yes, please show the previous USA visa.
- 3) **Have you been rejected for USA visa before?** If Yes, please declare the date of each USA visa application.
- 4) **Have you ever overstayed before in USA?** If Yes, please provide the reason of being overstayed in USA.
- 5) **Do you have any immediate family or other relative who currently live in USA?** If Yes, please provide their full name, their relationship with you and their status in USA.
- 6) **Are you a permanent resident of other country?** If Yes, please provide the details of your permanent resident.