

Ghana Visa Application Requirements

Business Visa

No.	Requirements	Copies	Full Description
1	Passport	1	A valid national passport with minimum of 6 months validity. Please attach old passport if it contains previous visa details.
2	Most Recent Photo	2	A recently taken passport size photo (3.5cm x 4.5cm) must be attached to the application form. Identical colour photo (full face, front view with a plain light background).
3	Visa Application	1	Visa application form must be filled online and printed (Can not be altered by handwriting).
4	Invitation Letter	1	Original / scanned invitation letter (signed and dated, issued within ONE month) from person(s) or organization (on the organization or company letterhead) in Ghana addressed to the visa section, Ghana Embassy. This letter head should reflect the address, telephone/fax numbers and the email of the company. Applicant's name and Passport number must be included and passport copy of the Ghanaian host should be furnished.
5	Certificate of Incorporation/ Business Permit	1	Certificate of Incorporation/ Business Permit
6	Passport Particulars of the Ghanaian host	1	Photocopy of Ghanaian international passport data page and signature page with a minimum of 6 months validity. If the host is an expatriate worker, his/her visa particulars/residence status must be provided. (At least 3 years residence permit or work permit in case of foreign nationals.)
7	Approval/Dispatch Letter	1	Original dispatch letter from the applicant's employer with stamp (signed and dated) in China (on the letterhead of the company) stating the current immigration and employment status of the applicant and the sponsor of the travel expenses.
8	Certificate of Incorporation/ Business Permit	1	Copy of certificate of incorporation or business permit of the company in China with stamp of annual inspection and company.
9	Copy of Chinese ID Card	1	Copy of valid Chinese ID card
10	Passport Copy	2	Copy of a valid national passport with a minimum of 6 months validity (the personal information page and signature page)

Note: The minimum number of the name list of invitation and dispatch letter is 5. For the group applicants, each applicant need to submits all required documents.