



## 9(a) Temporary Visitor's Visa

### MANDATORY REQUIREMENTS

1. **Duly accomplished and signed online visa application form** filed through <https://www.visa.gov.ph/>;
2. **Passport with at least six (6) months validity** after the date of departure to the Philippines;
3. **Photocopy of passport** information/data page;
4. **One (1) passport-size photo** (size 3.5 cm x 4.5 cm) with white background;
5. **Original and photocopy of valid Identification Card i.e.,** carte de séjour, carte vitale, aide medicale, driver's license, etc.;
6. **Proof of round-trip reservation** showing dates of entry into and departure from the Philippines (DO NOT book your ticket yet);
7. **Health and travel insurance** with a minimum coverage of US\$35,000 valid for the entire duration of stay in the Philippines (**for applicants 65 years old and above**);
8. **Proof of financial resources** for travel expenses, accommodation and subsistence, such as:
  - Printed bank statements for the **three (3) consecutive months** preceding the date of visa application (should have an average minimum balance of Euros 2,000 per month);
  - Pay slip certified by the employer or certification of employment stating the applicant's employment and monthly income (minimum monthly income of Euros 2,000) **AND**
  - Proof of tax payments (*if applicable*)
9. **Proof of hotel / accommodation booking reservation** covering the intended period of stay in the Philippines;
10. **[For business travel] ORIGINAL invitation letter** from a Philippine government or private entity or endorsement from a chamber of commerce (recognized by host government) in the country where the business is located
11. **[For Chinese nationals] ORIGINAL Chinese Social Insurance Record Certificate** registered for at least six (6) months at the time of submission of visa application. Those enrolled in primary, secondary or college education or retirees above 55 years old are exempted.
12. For payment of visa fee, please refer to this link - [https://parispe.dfa.gov.ph/images/2017/Forms/SCHEDULE\\_OF\\_CONSULAR\\_FEES\\_as\\_of\\_01\\_Nov\\_2022\\_11.jpg](https://parispe.dfa.gov.ph/images/2017/Forms/SCHEDULE_OF_CONSULAR_FEES_as_of_01_Nov_2022_11.jpg)
13. **Additional documentary requirements**, as deemed necessary by the Visa Officer

### SUPPLEMENTARY REQUIREMENTS:

#### For Sponsored / Invited Applicants:

1. Invitation and/or Letter of Financial Support from the sponsor, duly **notarized in the Philippines** (if sponsor is an organization or company, the letter must indicate the applicant's position in the organization, nature of the trip and guarantee of financial support and repatriation for the period of the trip);
2. **For private individual sponsor / host**, copy of valid passport and proof of residency in the Philippines shall be required; and
3. Bank statement of the sponsor for the last three months preceding the visa application. The amount required may vary based on the discretion of the Visa Officer.





### For Visa-required / Restricted Nationals\*:

1. Copy of **previously issued Philippine visa** (if applicable);
2. Copy of **valid Titre de Sejour** issued by the French Government;
3. Other documents pertinent to your residence status in France.

*\*The Embassy may only issue an appropriate visa after it has received the clearance and authority from the Philippine Department of Foreign Affairs.*

## SUBMISSION OF REQUIREMENTS (7 Steps)

**STEP 1:** File your application through the Online Visa Application System (OVAS) at <https://www.visa.gov.ph/>.

Please refer to this link on the guidelines in filing online (**click the link**) - [https://parispe.dfa.gov.ph/files/Online\\_Visa\\_Application\\_System\\_OVAS.pdf](https://parispe.dfa.gov.ph/files/Online_Visa_Application_System_OVAS.pdf)

### REMINDERS IN FILING THE ONLINE APPLICATION TO AVOID REJECTION:

- a) The details in the application **MUST be the same as in the applicant's passport, especially the complete / full GIVEN NAME and SURNAME.**

**If it is more than one name (for example: Maria Jean Elizabeth RENAULT, the Given Name to be entered in the form must be Maria Jean Elizabeth NOT just Maria.**

- b) Ensure that the **application form is signed** before uploading it in the OVAS.
- c) For **'MULTIPLE' entry type**, the application is subject to evaluation and approval from the Department of Foreign Affairs and will entail **additional 2-3 weeks of processing time. Multiple-entry visas may be granted ONLY to business travelers with endorsement from their employer/Philippine counterpart.** Those not qualified for multiple entry visas are kindly requested to lodge only a SINGLE-ENTRY visa on OVAS to prevent delays in their visa application.
- d) Make sure that the **photo complies with the required specifications** (It should be the same as a colored passport-size photo with white, clean background).
- e) In uploading the copy of the passport into the OVAS, make sure that the **data page is clear.**
- f) Make sure that you have **received a confirmation email** to know that you have successfully registered your online application. **No confirmation email received means you have to repeat the filing of the online form.**

**STEP 2:** Once you have successfully filed your online application, **send an email** to the Embassy with the following details:

**Email address:** [paris.pe@dfa.gov.ph](mailto:paris.pe@dfa.gov.ph) ; [parispe.consular@dfa.gov.ph](mailto:parispe.consular@dfa.gov.ph)

**Subject:** [Application Reference No. generated by OVAS] - Full name of applicant





- STEP 3:** The Embassy will send you a bank transfer notice for the payment of visa fee. **Please note that no refund of visa application fee will be made if the visa application is denied or if the visa is approved after the applicant's scheduled departure.**
- STEP 4:** After the payment is credited to the Embassy's account, the applicant will be notified of the receipt of payment and will be requested to **submit by email the COMPLETE documentary requirements** (refer to the list on page 1) for pre-evaluation.
- STEP 5:** The Embassy will **pre-evaluate** the submitted documents and will reply to the applicant by email on the status and the next step of the processing of the visa application. **Incomplete requirements will NOT be accepted.**
- STEP 6:** Applicants that have complied with the procedures and requirements will be given instruction by email to bring / send to the Embassy the original passport and documents for validation.
- STEP 7:** The Embassy will notify the applicant of the status of her/his visa application (if granted or denied) by email. **The Embassy has the sole discretion to deny the visa or to refuse service to any individual.**

**IMPORTANT REMINDERS:**

- Visa application **must be filed within 1-2 months before the planned trip** to the Philippines.
- The Embassy will send you an email on the status of the application **AFTER the evaluation of documents submitted.**
- Flight booking has to be finalized only after the visa is granted. **The Embassy will not hasten the issuance of the visa to accommodate a confirmed flight schedule.**
- Processing time is from five (5) to ten (10) working days depending on the applicant's nationality. Some applications may require a longer evaluation period and subject for approval by the Department of Foreign Affairs in Manila.
- Payment of visa fee is **ONLY** by cash (for in-person application), bank cheque or bank transfer.
- **On payment by check**, personal checks are NOT acceptable.
- All payments are **non-refundable.**
- **The Embassy assumes no responsibility for the delay, loss or damage to passport or documents during the sending via La Poste.** In case the mail is returned to the Embassy, the applicant shall be responsible for the expense for re-mailing/resending.
- To monitor the status of the mailing of documents, the applicant is advised to take note of the tracking numbers of their mailed envelope and the return envelope and use it to track via <https://www.laposte.fr/> or at the website of their chosen courier.
- **Note that AIRLINES may have different requirements.** It is your duty to check with your chosen airline to avoid issues with your travel and boarding.

