



## COMMERCIAL VISIT VISA

### Commercial visit visa (with letter of invitation OR authorized visa )

Please note that before you apply for a visa at the Saudi Embassy in Ottawa, you need an approved electronic invitation letter. The sponsor in Saudi Arabia must apply for an electronic letter and provide you with a copy.

### REQUIREMENTS:

(All applicants must process their visa through an approved agent listed in your area)

- 1- A completed visa application form.
- 2- Original and one copy of a passport valid for at least six months from the travel date, the passport must have two side-by-side empty pages.
- 3- One recent Canadian passport size photograph ,with the name written on the back
- 4- Non-Canadian applicants must submit a valid permanent residency card, (Send only copy of front and back of the PR card.
- 5- Copy of the approved electronic invitation letter.
- 6- Copy of Saudi company registration.
- 7(a) - Canadian company letter: Original letter addressed to the embassy in Canada from a registered company or firm based in Canada, signed and stamped by a Canadian chamber of commerce or Board of trade. This letter must include the name of the applicant, religion, nationality, passport number, occupation, name of Saudi sponsor, the purpose of the trip, length of stay and number of entries and complete financial responsibility (template sample is available).
- 7(b) - This introduction letter should be stamped from the company itself, chamber of commerce than Canadian foreign affairs.
- 8- Copy of Canadian business -in cooperate number
- 9- The Embassy has advised that **no ticket should be purchased** before the issuing of the visa. A simple printout of the itinerary is required.



**BOARD OF TRADE OFFICE (Mississauga location)  
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**Additional documents may be requested if needed**

**Please make sure to complete all requirements and make sure to attach the requirements to the application.**

**Notes:**

- Visitors should not overstay the time granted on visa and do not grant the applicant the right to work or to reside in Kingdom of Saudi Arabia
- Visitors to the Kingdom must abide by the country's Islamic laws and regulations and respect its society's values and traditions.
- The Kingdom of Saudi Arabia's laws against drug trafficking are strictly enforced. Violators are subject to severe punishment