



**Up Date: 21-Aug-09**

## **THE CONSULATE GENERAL OF THE REPUBLIC OF INDONESIA**

E/1-5, Shahrah-e-Iran, Clifton, Karachi-75600.

TEL: 021-5874619, 5874623 FAX: 021-5874483

E-mail: [kirikhi@super.net.pk](mailto:kirikhi@super.net.pk)

Website: <http://www.indonesia-cg.pk>

## **EMBASSY OF THE REPUBLIC OF INDONESIA**

Diplomatic Enclave 1, Street No.5, G-5/4, P.O.Box 1019, Islamabad.

TEL: 051-2206656-9 FAX: 051-2829145

E-mail : [unitkom@bets.net.pksuper.net.pk](mailto:unitkom@bets.net.pksuper.net.pk)

Website: [www.kbri-islamabad.go.id](http://www.kbri-islamabad.go.id)

**Note: Please note that the Embassy/Consul have right to ask for additional / original documents and Embassy reserves the right to call for personal appearance.**

### **Tourist visa requirements:**

- Passport must be valid for six months (single entry) , 18 months (Multiple) if you have machine readable Passport make sure you signature in you passport 2<sup>nd</sup> Page.
- Passport copy first two pages
- Two visa application forms
- Return/onward ticket
- Reference letter from your employer/office addressed to Consular/Visa Officer mentioning your job, duration of service and detail of visit purpose. In case of businessmen, please attach your business documents.
- Diplomatic note / recommendation letter from their respective Consulate or Embassy (Non Pakistani)
- Pak Visa Copy ( Non Pakistani)
- 3 recent passport size photographs
- Bank Statement of the last 6 months, with the minimum balance equal to \$2000/-.
- Copy of CNIC
- Confirmed hotel reservation and a **copy is required to be faxed directly to the Embassy/Consulate.**
- Itinerary (original/copy) or a letter from travel agents, airline, steamship company, confirming the purchase of tickets into and return from Indonesia (Note: the Visa Officer may ask the copy of the original airplane ticket).
- Authority letter on company's letter head for submission in the consulate in the name of \_\_\_\_\_.
- Visa Fee : Transit Visa \$ 20, Single Entry \$45- ; Multiple for 1 year \$100/-

Service charges Rs. 500/-

Temporary Stay Visa : Six Months US \$ 50, One Year US \$ 100, Two Year US \$ 175  
Service charges Rs. 500/-

### **Business Visa Requirements:**

- Passport must be valid at least 6 months at the date of entry into Indonesia
- Passport contains at least one blank visa page
- Previous passport required if contains Indonesian Visa
- Covering letter of the firm
- Letter of invitation from Indonesian companies, detail with business dealing with Indonesian company, and letter from company being represented by applicant.
- **Clearance from the immigration of Indonesia**
- 3 colour passport size photographs
- Bank Statement of the last 6 months, with the minimum balance equal to \$2000/-.
- Original & copy of CNIC
- Confirmed hotel reservation.
- Original & copy of a return ticket or ticket for forward journey.
- Letter of Recommendation from the Chamber of Commerce & Industry
- Business registration certificate copy.
- Authority letter on company's letter head for submission in the consulate in the name of \_\_\_\_\_.
- Visa Fee : Single Entry \$45- ; Multiple for 1 year \$100Service charges Rs. 500/-

### **Note:**

- Interview may be conducted if it is deemed necessary
- The Consulate General reserved the right to ask for further documents, or to reject any visa application without assigning any reason.
- Possession of visa does not guarantee entry into Indonesia, as permission to enter Indonesia is at the discretion of Immigration officer at the point of entries.
- If a Lady is traveling alone to Indonesia, a N.O.C. is required from the Parents or Husband along with a copy of CNIC

**Processing time: 3 to 4 days if the visa is issued directly  
-if not then 10 to 15 working days for the approval of visa from the immigration.**

Forms have to be printed on A5 paper. (2 forms filled in original)

Office Timings: Monday to Friday from 09:00 a.m. to 12:00 p.m.  
Delivery Timings: from 02:30 p.m. to 03:30 p.m.

### **REQUIRED INFORMATION FOR VISA PROCESSING:**

1. Marital Status
2. Home Address & Telephone No.
3. Are you in possession of any other countries' travel documents