



**Note:**

- ☺ Tourist or business visas are usually valid for 90 days from date of issue, for a stay no longer than 30 days.
- ☺ **U.S. Vital Documents** can assist with obtaining [U.S. Passports](#), whether new issue, renewal, or obtaining additional visa pages for a valid passport.
- ☺ Special requirements exist for U.S. [Official and Diplomatic](#) passport holders

**Tourist Visa**

**NOTE:** Effective July 2001 no visa is needed for a stay of up to 90 days

**To apply for a Business Visa**

**Please submit the following:**


- ☺ Signed passport with at least 6 months remaining validity from planned date of entry and at least one blank visa page
- ☺ 1 [Application Form](#) for Mongolian visa completely filled out and signed
- ☺ 1 Passport-type photograph
- ☺ Completed [U.S. Vital Documents Order Form](#)
- ☺ Letter typewritten on company letterhead. Letter must be signed by company official other than the visa applicant and addressed to:


**Embassy of Mongolia, Visa Section, Washington DC**

**The letter should contain the following:**

- ☺ The nature of business to be conducted
- ☺ Name and address of business contact in Mongolia
- ☺ Guarantee of financial responsibility and return transportation for visa applicant
- ☺ Invitation letter from Mongolian business or host organization.

**Fees:**

 **U.S. Vital Documents Service Fee:**  
\$50.00 per visa

 **Consular Fee:**  
\$65.00 per visa

 **Shipping Fee:**

\$12.00 FedEx 2nd Business Day  
\$19.00 FedEx Letter (Priority Overnight)  
\$30.00 FedEx Letter (Saturday Delivery)

**Additional fee may apply to overseas shipping and overweight packages.**

**Payment:**

Include credit card authorization or a check or money order payable to **U.S. Vital Documents** for Service Fee per visa, consular fee per visa, and return FedEx shipping fee.

**Instructions:**

Please forward the requirements detailed above to:

**U.S. Vital Documents**  
**12710 Research Boulevard**  
**Suite# 280**  
**Austin, TX 78759**  
**(512) 331-8290**

Your application will be checked and hand carried to the Embassy, and processed within 5 business days. A 48 hour processing time is available for an additional fee of \$25.