



CONSULADO GENERAL DE COLOMBIA

BUSINESS VISA (NE)

The business visa can be issued **ONLY** to the legal representative, management, or executive staff of a foreign enterprise, of commercial or industrial nature, that has economic ties with Colombia companies or foreign companies legally established in Colombia. The visitor may perform activities related to company such as attending to the Board of Directors, perform business deals or supervise the management of the companies with which his/her company has economic ties.

It is also issued to the person who proves his or her condition as merchant, industrialist, business person, or marketing student with a verifiable nexus with a national or a foreign company established in Colombia.

The holder of a Business Visa cannot establish permanent residence in Colombia, and his/her activities cannot be compensated as salaries or professional fees in Colombia. A Business Visa may be issued for multiple entries with each entry for up to six (6) months. **THIS IS NOT A WORK VISA!!**

This visa will expire if the visa holder exceeds the limit for his/her authorized stay (6 months)

DOCUMENTS NEEDED

- Passport with available pages, and valid for at least three (3) months
- Two (2) photocopies of the pages of the passport containing information, as well as all previously granted visas.
- Two (2) originals of the Visa Application Form, completely filled out, and duly signed.
- Three (3) recent color passport-type photographs (1.5"x1.5").
- Original Letter from legal representative of the company (American, Colombian or from any other country) stating the name and position of the applicant, detailed purpose of the trip. If the original is in English it must be translated and both versions (English and Spanish) must be notarized and then certified with an APOSTILLE from the Secretary of State of the state where it was issued, or
- Original letter from the public or private company established on national territory (Colombia) sponsoring the foreign citizen's visit stating the company's commitment to assume full financial responsibility during his/her stay in the country (it must be APOSTILLE), or
- Original letter from the legal representative of the company, duly legalized by the Consulate of Colombia and apostilled, accrediting the applicant. It must also indicate the applicant's position in the company, and the activities that he/she plans to perform while in Colombia (it must be APOSTILLE), or
- Original letter from the legal representative of the Colombian company sponsoring the visit of the foreign citizen to the country. This letter must be accompanied by a document demonstrating the economic link between the Colombian and the foreign company. Both, letter and document must be APOSTILLE.



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- ORIGINAL of the "CERTIFICATE OF CORPORATE EXISTENCE", (proof of legal existence of the US Company) issued by the "SECRETARY OF STATE", from the state in which the company was incorporated. This certificate must be updated (issued within the last six (6) months) and certified with an APOSTILLE by the Office of the Secretary of State at the state where it was issued.

Consular fee: **US\$150** in Cash, or Money Order only. (Cost exempt for citizens of: the United States, South Korea, Costa Rica, Spain, Italy, Ecuador and Japan).

The issuance of this visa does not imply the issuance of beneficiary visas to spouse or children, etc.

If the visa is issued for more than three (3) months, the visa holder should register it in the Immigration Office of the Administrative Department of Security (**Departamento Administrativo de Seguridad - DAS** -) within fifteen (15) working days from the arrival date.

IMPORTANT NOTES:

- If the applicant is an independent business person, industrialist or marketing student he/she must prove it; justify his/her visit to Colombia, and show a non-refundable round-trip ticket, and personal bank statements of the last three months prior to the date of visa request.
- All applicants are required to appear in person at the consulate's office either when submitting the documentation or when receiving the approved visa. **No exceptions.**
- All Documents issued in languages other than Spanish MUST be submitted duly **TRANSLATED INTO SPANISH**, and both versions should be **notarized** by a Notary Public. They must be also certified with an APOSTILLE by the Office of the Secretary of State at the State where they were issued.
- For U.S citizens the study of the visa application form and documents takes three (3) working days; for non-U.S. citizens it may take up to two (2) weeks, and it is subject to the approval of the Colombian Ministry of Foreign Affairs.