



WASHINGTON, DC

# Visa Requirements CROATIA

## Required Documents Checklist

**ALL TRAVELERS must include the following documents in your package to G3:**

- Your original valid signed passport. It must have two blank visa pages facing each other and more than six months before expiry.
- Non-US citizens must provide a copy of their Alien Registration Card (A.R.C.) or U.S. Visa and original I-94.
- One completed and signed visa application form (see attached).
- Two passport-style (2"x2") photographs taken within the last 6 months, on photo paper and with a plain white background.
- Copy of flight itinerary.
- Copy of hotel reservations.
- Copy of a recent bank statement. Account numbers may be blacked out for privacy; do not obscure any other information.
- Proof of permission to enter the country of next destination, such as a copy of a valid visa.

**BUSINESS TRAVELERS must also include:**

- A business letter from their U.S. company. This letter must explain the purpose of the trip and provide a financial guarantee. It must be on letterhead and signed by a representative of the company other than the applicant. A sample is attached.
- A letter of invitation from the organization to be visited in Croatia, explaining the purpose of the visit and providing a guarantee. The letter must be certified by an official stamp and accompanied by a copy of a document proving the liquidity of the company.

**PRIVATE VISIT APPLICANTS must also include:**

- A letter of invitation from the friend or family member to be visited in Croatia, explaining the purpose of the visit and providing a guarantee. The letter must be notarized.

**NOTES:**

U.S. Citizens do not require visas for visits to Croatia of less than 90 days.

Send all required documents and the completed Traveler Information form to G3 using a service with tracking such as FedEx or UPS.

## Applicable Fees

### Embassy Fees for Visa Processing

Visa Type	5 Business Days	7 Business Days	10 Business Days
Tourist/Private Visit	\$154.00	\$104.00	\$52.00
Business	\$154.00	\$104.00	\$52.00

### G3 Processing Fees

Visa Type	5 Business Days	7 Business Days	10 Business Days
Tourist/Private Visit	\$125.00	\$85.00	\$60.00
Business	\$150.00	\$95.00	\$65.00



Concierge Level Service Requested  
*An additional service fee of \$50 per visa will apply.*

# Visa Order Form

## CF C5H-5

### Traveler Information

1. Traveler Name \_\_\_\_\_  
 Date of Birth \_\_\_\_\_

2. Traveler Name \_\_\_\_\_  
 Date of Birth \_\_\_\_\_

### Travel Details

Date of US Departure: \_\_\_\_\_

I must have my passport no later than: \_\_\_\_\_

Other visas or passport services requested:  
 \_\_\_\_\_

### Shipping and Contact Information

*This must be a physical address for FedEx delivery; no P.O. Boxes.*

Contact Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Apt. /Suite: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Office Phone: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_

Contact Email: \_\_\_\_\_  
*Please provide an email address so we may send you shipping and status updates.*

### Return Shipping

*Passports will be returned via Federal Express.*

**Select One:**

<input type="checkbox"/> 3 Business Day Delivery	\$16.00
<input type="checkbox"/> Standard Overnight Delivery	\$25.00
<input type="checkbox"/> 8 AM Delivery**	\$80.00
<input type="checkbox"/> Saturday Delivery**	\$40.00
<input type="checkbox"/> Same Day Delivery**	Please Call
<input type="checkbox"/> International Delivery**	Please Call

*\*\*These services may not be available for all delivery locations.*

### Concierge Level Service

Check here to select Concierge Level Service

- G3's exclusive Concierge Level Service includes:
- Dedicated Concierge Level Staff handling your visa request.
  - Document review via email before you send in your request.
  - Creation of online visa applications (as applicable).
  - Personal telephone call confirming package receipt in G3's office.
  - Personal telephone calls confirming visa completion and delivery details.
  - Tracking of return delivery and follow-up to ensure satisfaction.
  - Creation of FedEx airbills for inbound packages to G3 (shipping fees apply).
  - Upgrade of FedEx return delivery from Standard to Priority Overnight.
  - Emergency Concierge Services and Lost Passport Support.
  - Dedicated Concierge email and emergency page number.

*An additional fee of \$50.00 per visa will apply to Concierge Level Service requests. Please see the "About G3 Visas" page on [www.g3visas.com](http://www.g3visas.com) for a description of G3's standard service offering.*

### Send This Form and All Required Documents To:

**G3 Washington, DC:**                      **Attn: Visa Department**  
 703.276.8472 Phone                      3300 N Fairfax Drive  
 888.883.8472 Toll Free                      Suite 220  
 703.524.3374 Fax                              Arlington, VA 22201  
[info@g3visas.com](mailto:info@g3visas.com)

[www.g3visas.com](http://www.g3visas.com)

G3 Visas & Passports, Inc. acts on the behalf of the client, and cannot be held liable for the services rendered by U.S. Government agencies, Post Offices, Travel Agents or other entities in connection with visa/passport processing. G3 disclaims any liability for delays or loss of passports as may occur through above services or by any delivery service. Damage compensation is not available.

### Payment Information

Please see the attached visa requirements sheet for applicable embassy and G3 processing fees.

**Select Payment Type:**

Credit Card                       Check (company or certified)

Approved Billing Terms

Billing, P.O., Project or Reference Code # \_\_\_\_\_

### Total Fees from Visa Requirement Sheet:

	Fee	x # of Travelers	=	Total
Embassy Fee	_____	x _____	=	_____
G3 Processing Fee	_____	x _____	=	_____
Concierge Level Service (Optional)	_____	x _____	=	_____
Shipping Fee	_____		=	_____
			Subtotal:	_____
			Add 5% fee for credit card processing:	_____
			<b>Total Payment Enclosed:</b>	_____

### For Payment Via Credit Card:

*American Express, Discover, MasterCard and Visa only*

Name as it appears on card: \_\_\_\_\_

Account Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Billing Zip Code: \_\_\_\_\_

Security Code: \_\_\_\_\_  
(Discover, MasterCard or Visa: 3 digit code on back of card; American Express: 4 digit code on front of card.)

Cardholder Signature: \_\_\_\_\_



prijamni štambilj  
stamp of receipt  
cachet de reception

fotografija  
photo  
photo  
35 x 45 mm

## ZAHTJEV ZA VIZU VISA APPLICATION DEMANDE DU VISA

IZDAVANJE   
ISSUANCE  
DÉLIVRANCE

PRODULJENJE   
EXTENSION  
PROROGATION

1.	Prezime (bivše odnosno rođeno prezime) Surname (also maiden surname for married women) <i>Nom (aussi nom de jeune fille pour les femmes mariées)</i>		<b>Popunjiva službena osoba</b> To be filled out by official person <b>A remplir par le fonctionnaire</b>
2.	Ime / Given name(s) / Prénom(s)		
3.	Ime oca i majke / Given name(s) of father and mother / Prénom(s) du père et de la mère		
4.	Datum rođenja / Date of birth / Date de naissance		Datum obrade zahtjeva Date application <i>Date d'introduction de la demande</i>
5.	Mjesto i država rođenja / Place and country of birth / Lieu et pays de naissance		.....
6.	Sadašnje državljanstvo/državljanstva / Current nationality/nationalities / Nationalité/nationalités actuelle		Potpis službene osobe File handled by <i>Responsable du dossier</i>
7.	Državljanstvo pri rođenju / Original nationality (nationality at birth) / Nationalité d'origine (à la naissance)		.....
8.	Spol / Sex / Sexe	<input type="checkbox"/> Muški / Male / Masculin <input type="checkbox"/> Ženski / Female / Féminin	
9.	Bračno stanje Marital status <i>Situation de familiale</i>	<input type="checkbox"/> Neoženjen/neudana / Single / Célibataire <input type="checkbox"/> Oženjen/udana / Married / Marié(e) <input type="checkbox"/> Razveden(a) / Divorced / Divorcé(e) <input type="checkbox"/> Odvojen(a) / Separated / Séparé(e) <input type="checkbox"/> Udovac(a) / Widow(er) / Veuf(veuve) <input type="checkbox"/> Ostalo / Other / Autre .....	Priložena dokumentacija Supporting documents <i>Documents justificatifs</i>  Valjana putovnica Valid passport <i>Passeport en cours de validité</i>  <input type="checkbox"/> Novčana sredstva za uzdržavanje Financial means <i>Moyens financiers</i>  <input type="checkbox"/> Poziv Invitation <i>Invitation</i>  <input type="checkbox"/> Način putovanja Means of transport <i>Moyens de transport</i>  <input type="checkbox"/> Putno osiguranje Travel insurance <i>Assurance voyage</i>  <input type="checkbox"/> Drugo Other <i>Autres</i>
10.	Vrsta putne isprave Type of passport <i>Type de passeport</i>	<input type="checkbox"/> Obična putovnica / National passport / Passeport ordinaire <input type="checkbox"/> Diplomatska putovnica / Diplomatic passport / Passeport diplomatique <input type="checkbox"/> Službena putovnica / Service passport / Passeport officiel <input type="checkbox"/> Putna isprava po Konvenciji iz 1951. Travel document (1951 Convention) <i>Document de voyage selon la Convention de 1951</i> <input type="checkbox"/> Putna isprava po Konvenciji iz 1954. Travel document (1954 Convention) <i>Document de voyage selon la Convention de 1954</i> <input type="checkbox"/> Druga putna isprava (navesti koja) Other travel document (please specify) <i>Autre document de voyage (Priere de specifier lequel)</i> .....	
11.	Broj putne isprave / Number of passport / Numero du document de voyage		
12.	Izdana od / Issued by / Delivre par		
13.	Datum izdavanja / Date of issue / Date de delivrance		Viza Visa
14.	Rok valjanosti / Valid until / Date d'expiration de la validité		
15.	Broj osobne iskaznice (nije obavezno) / ID-number (optional) / Numero de carte d'identité (facultatif)		<input type="checkbox"/> Odbijena Refused <i>Refusé</i>
16.	Ako boravite u zemlji koja nije vaša zemlja podrijetla, imate li dopuštenje vratiti se? If you reside in a country other than your country of origin, have you permission to return to that country? <i>Si vous résidez dans un pays autre que votre pays d'origine, êtes-vous autoris(e) à retourner dans ce pays?</i> <input type="checkbox"/> NE / NO / NON <input type="checkbox"/> DA (broj i valjanost) YES (number and validity) OUI (Numero et validité) .....		<input type="checkbox"/> Odobrena Approved <i>Accordé</i>

17.	Zanimanje / Current occupation / Occupation actuelle		<b>Vrsta vize</b> Type of visa Type de visa <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C
18.	<b>Poslodavac (naziv, adresa, broj telefona), za studente/učenike naziv i adresa škole</b> Employer and employers address and telephone number. For students, name and address of school. Employer, adresse et numero de telephone de l'employeur. Pour les étudiants, nom et adresse de l'établissement d'enseignement.		
19.	Država odredišta / Main destination / Destination principale		<b>Broj ulazaka</b> Number of entries Nombre d'entrées <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> N
20.	<b>Druge vize izdane u posljednje tri godine i razdoblje njihove valjanosti</b> Other visas (issued during the past three years) and their period of validity Autres visas (délivrés au cours des trois dernières années) et leur durée de validité		<b>Rok valjanosti</b> Period of validity Période de validité od from du ..... do to au .....
21.	<b>U slučaju tranzita, imate li dozvolu ulaska u treću zemlju?</b> In the case of transit, have you an entry permit for the final country of destination? En cas de transit, avez-vous une autorisation d'entrée dans le pays de destination finale?		
22.	<b>Vrsta vize</b> Type of visa Type de visa	<input type="checkbox"/> <b>Zrakoplovno tranzitna (A) / Airport transit (A) / Transit aéroportuaire (A)</b> <input type="checkbox"/> <b>Tranzitna (B) / Transit (B) / Transit (B)</b> <input type="checkbox"/> <b>Putna (C) / Travel (C) / De voyage (C)</b>	<b>Trajanje boravka</b> Duration of stay Durée du séjour Dana Days Jours .....
23.	<b>Broj ulazaka</b> Number of entries Nombre d'entrées demandées	<input type="checkbox"/> <b>Jedan / One / Une</b> <input type="checkbox"/> <b>Dva / Two / Deux</b> <input type="checkbox"/> <b>Neograničen / Multiple / Multiples</b>	
24.	<b>Trajanje boravka / Duration of stay / Durée de séjour</b> ..... dana / days / jours		<b>Napomene</b> Remarks Remarques ..... ..... .....
25.	<b>Svrha putovanja</b> Purpose of travel But de voyage	<input type="checkbox"/> <b>Službeno / Official / Officielle</b> <input type="checkbox"/> <b>Kultura/sport / Cultural/Sports / Culture/sport</b> <input type="checkbox"/> <b>Privatni posjet / Visit to Family or Friends / Visite à la famille ou ou à des amis</b> <input type="checkbox"/> <b>Zdravstveni razlozi / Medical reasons / Raisons médicales</b> <input type="checkbox"/> <b>Ostalo (molimo navesti) / Other (please specify) / Autres (à préciser)</b> ..... .....	
26.	<b>Fizička ili pravna osoba koju posjećujete (ime, adresa, broj telefona i faksa, e-mail)</b> Natural or legal person you are visiting (Name, address, telephone, e-mail) Personne physique ou personne civile que vous visitez (Nom, adresse, téléphone, e-mail)		..... ..... .....
27.	<b>Adresa boravka u Republici Hrvatskoj</b> Address where you will be staying in the Republic of Croatia Adresse du séjour de la République de Croatie		..... ..... .....
28.	<b>Tko snosi troškove putovanja i boravka?</b> Who is paying for your costs of travelling and for your costs of living during your stay? Qui finance le voyage et subvient à vos besoins durant votre séjour? <input type="checkbox"/> <b>Osobno / Myself / Moi-meme</b> <input type="checkbox"/> <b>Pravna osoba (koja i kako) / Host company (state who and how) / Société hôte (indiquer les nom et modalités)</b> <input type="checkbox"/> <b>Fizička osoba/pozivatelj / Host person(s) / Hôte(s)</b>		..... ..... .....
29.	<b>Novčana sredstva za uzdržavanje</b> Means of support during your stay Moyens de financement utilisés au cours du séjour	<input type="checkbox"/> <b>Gotovina / Cash / Argent liquide</b> <input type="checkbox"/> <b>Putnički čekovi / Travellers cheques / Cheques de voyage</b> <input type="checkbox"/> <b>Kreditne kartice / Credit cards / Cartes de crédit</b> <input type="checkbox"/> <b>Smještaj / Accomodation / Hébergement</b> <input type="checkbox"/> <b>Drugo / Other / Autres</b> <input type="checkbox"/> <b>Putno i/ili zdravstveno osiguranje. Vrijedi do</b> Travel and/or health insurance. Valid until Assurance voyage et/ou assurance maladie. Valable jusqu'à: .....	..... ..... .....
30.	Datum dolaska / Date of arrival / Date d'arrivée		
31.	Datum odlaska / Date of departure / Date de départ		
32.	Način putovanja / Means of transport / Moyens de transport		

33.	Ime bračnog druga / Spouses first name / <i>Nom de famille du conjoint</i>		
34.	Prezime bračnog druga / Spouses family name / <i>Nom de famille du conjoint</i>		
35.	Prezime bračnog druga pri rođenju Spouses family name at birth <i>Nom de famille du conjoint à la naissance</i>		
36.	Datum rođenja bračnog druga / Spouses date of birth / <i>Date de naissance du conjoint</i>		
37.	Mjesto rođenja bračnog druga / Spouse place of birth / <i>Lieu de naissance du conjoint</i>		
38.	Djeca Children <i>Enfants</i>	Ime i prezime Name and first name <i>Nom - Prénom</i>	Datum rođenja Date of birth <i>Date de naissance</i>
	1. ....		
	2. ....		
	3. ....		
39.	<p>Pri punoj svijesti izjavljujem i pristajem na sljedeće: svi moji osobni podaci koji se navode na ovom obrascu zahtjeva za vizu prosljedit će se, ako je potrebno, na rješavanje i provjeru nadležnim tijelima Republike Hrvatske, u svrhu odlučivanja o ovome zahtjevu.</p> <p>Na moje izričito traženje, tijelo koje odlučuje o mom zahtjevu obavijestit će me o načinu, propisanom hrvatskim zakonodavstvom, na koji mogu ostvariti pravo na provjeru svojih osobnih podataka, te njihovu izmjenu ili brisanje, osobito ako bi bili netočni.</p> <p>Izjavljujem da su svi podaci koje sam naveo u ovom obrascu istiniti i točni. Svjestan sam da će bilo koja lažna izjava imati za posljedicu odbijanje mog zahtjeva ili poništenje već izdane vize.</p> <p>Obvezujem se da ću napustiti državno područje Republike Hrvatske po isteku roka valjanosti vize, ako mi viza bude izdana. Obaviješten sam da je viza samo jedan od uvjeta za ulazak na državno područje Republike Hrvatske. Svi uvjeti za ulazak bit će ponovno provjereni pri ulasku na državno područje Republike Hrvatske.</p> <p>I am aware of and consent to the following: any personal data concerning me which appear on this visa application form will be supplied to the relevant authorities of the Republic of Croatia and processed by those authorities. At my express request, the consular authority processing my application will inform me of the manner in which I may exercise my right to check the personal data concerning me and have them altered or deleted, in particular, should they be inaccurate.</p> <p>I declare that to the best of my knowledge all particulars supplied by me are correct and complete. I am aware that any false statements will lead to my application being rejected or to the annulment of a visa already granted. I undertake to leave the territory of the Republic of Croatia upon the expiry of the visa, if granted. I have been informed that possession of a visa is only one of the prerequisites for entry the territory of the Republic of Croatia. The prerequisites for entry will be checked again on entry into the Republic of Croatia.</p> <p><i>En connaissance de cause, j'accepte que les données à caractère personnel me concernant qui figurent sur le présent formulaire de demande de visa soient communiquées aux autorités compétentes de la République de Croatie pour que celles-ci puissent en prendre décision.</i></p> <p><i>A ma demande expresse, l'autorité consulaire qui a instruit ma demande m'informerá de la manière dont je peux exercer mon droit à vérifier les données à caractère personnel me concernant et à les faire modifier ou supprimer, notamment si elles sont inexactes.</i></p> <p><i>Je déclare qu'à ma connaissance toutes les indications, que j'ai fournies sont correctes et complètes. Je suis conscient de ce que toute fausse déclaration entraînera le rejet de ma demande ou l'annulation du visas s'il a déjà été délivré.</i></p> <p><i>Je m'engage à abandonner le territoire national de la République de Croatie pour à l'échéance de la période de validité du visa, au cas où le visa me serait accordé.</i></p> <p><i>Je suis également informé (e) que le visa n'est qu'une condition préalable pour entrer en territoire de la République de Croatie. Toutes les conditions préalables seront vérifiées de nouveau à l'occasion de l'entrée en territoire national de la République de Croatie.</i></p>		
40.	Adresa podnositelja zahtjeva / Applicants home address / <i>Domicile d'origine du demandeur</i>		
41.	Broj telefona podnositelja zahtjeva / Téléphone number / <i>Numéro de téléphone</i>		
42.	Datum i mjesto / Place and date / <i>Lieu et date</i>		
43.	Potpis podnositelja zahtjeva (za maloljetne zakonskog zastupnika) Signature (for minors, signature of custodian/guardian) <i>Signature (pour les mineurs, signature de la personne qui en a la garde/ la tutelle)</i>		

# Sample Business Letter from U.S. Company

\*\*\*\*\*Please print your business letter on company stationery\*\*\*\*\*

June 1, 2011

Consulate General of (*Country you are traveling to*)

Consular Section

Dear Visa Officer,

Jeremy Simmons (*Insert your name*), Vice President (*Insert your position*), International Public Policy, East Coast Promotions, Inc. (*Insert the name of your company*) is planning a business trip to (*Country you are traveling to*) on Monday, August 3 through August 17 (*Dates of your trip*). During this trip he has scheduled meetings to discuss the sale and distribution of our products.

His agenda is to meet and discuss business with Mr. Hank Hartford (*Insert Name of Contact*) at:

Overseas Company Name  
Street Address  
City, Country Zip code  
Telephone number

*(It is important to indicate which company and individual you are going to visit.)*

East Coast Promotions, Inc. (*Insert Company Name*) will assume all financial responsibility for any debts incurred by Jeremy Simmons while traveling on business in (*Country you are traveling to*).

He requests that you issue a (*insert type and duration of visa*) visa. I appreciate your attention to this matter.

Sincerely,

Barry G. Hart (*Please have someone other than the applicant sign this letter.*)  
Senior Vice President  
East Coast Promotions, Inc.