



📍 476/A, Faith Tower, Level-4, Up the Standard Bank  
Malibagh, Dhaka-1217.

📞 +880 1966 322 545 📠 +880 1752 630 088

✉️ munshiinternationalservices@gmail.com

## MALAYSIA VISA

### **(VISA Fee Non-Refundable)**

Processing time: 7 to 10 working days

### **BASIC DOCUMENTS REQUIRED:**

- Photograph of Applicant (Original Soft copy from Photo Studio -Size 35 mm X 50 mm and print Copy)
- Passport and Previous Passport if any.
- Passports first page scan copy valid Minimum 7 Month
- Latest Bank statement (6 Month) (Minimum balance BDT 100,000 for each applicant)
- Bank Solvency Certificate.

### **BUSINESS PERSON:**

- Renewal Trade license copy with notary public (English Translated)
- Memorandum for Limited Company
- Office pad Blank page
- Visiting card

### **Job Holder:**

- No Objection Certificate (NOC)
- BMDC certificate for doctor
- BAR council Certificate for Advocate
- Salary Certificate with Pay slip

### **For Student:**

- Student ID card Photo Copy.
- Birth Certificate (Only for Child & infant)
- Leave Certificate

### **Others:**

- Marriage Certificate Copy (For family application only if husband name no has in passport)

### **E-Visa:**

- Last Malaysian visa scan copy with entry exit seal for E-Visa

### **Other Information:**

- Visa validity 3 months (Single entry)

### **Note:**

- Visa rate can be changed without prior notice.
- Visa issuance rights reserved by the Embassy.

বৈধ দক্ষায় বিদেশ যাবো, অর্থ-সম্পদ দুটোই কামাবো!!

যেকোনো সেবা পেতে +৮৮ ০১৯৬৬-৩২২৫৪৫ নাম্বারে যোগাযোগ করুন। আপনার যাত্রা শুভ হোক।



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## SINGAPORE VISA

### **(VISA Fee Non-Refundable)**

Processing time: 3 to 7 working days

### **BASIC DOCUMENTS REQUIRED:**

- Photograph of Applicant (Original print Copy from Photo Studio -45 mm x 35 mm by matt paper)
- Passport and Previous Passport if any.
- Passports first page scan copy valid Minimum 7 Month
- Latest Bank statement (6 Month) (Minimum balance BDT 100,000 for each applicant)
- Bank Solvency Certificate

### **BUSINESS PERSON:**

- Renewal Trade license copy with notary public (English Translated)
- Memorandum for Limited Company
- Office pad Blank page
- Visiting card

### **Job Holder:**

- No Objection Certificate (NOC)
- BMDC certificate for Doctor
- BAR council Certificate for Advocate
- Salary Certificate with Pay slip

### **For Student:**

- Student ID card Photo Copy.
- Birth Certificate (Only for Child & infant)
- Leave Certificate

### **Others:**

- Marriage Certificate Copy (For family application only if husband name no have in passport)
- Covid 19 Certificate
- NID

### **Other Information:**

- Visa validity 2 months (Single entry)

### **Note:**

- Visa rate can be changed without prior notice.
- Visa issuance rights reserved by the Embassy.

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## THAILAND VISA

### **(VISA Fee Non-Refundable)**

Processing time: 3 to 10 working days

### **BASIC DOCUMENTS REQUIRED:**

- Photograph of Applicant (Original Print Copy from Photo Studio sized 3.5 x 4.5 cm)
- Passport and Previous Passport if any.
- Passports first page scan copy valid Minimum 7 Month
- Latest Bank statement (6 Month) (Minimum balance BDT 100,000 for each applicant)
- Bank Solvency Certificate

### **BUSINESS PERSON:**

- Renewal Trade license copy with notary public (English Translated)
- Memorandum for Limited Company
- Office pad Blank page
- Visiting card

### **Job Holder:**

- No Objection Certificate (NOC)
- BMDC certificate for doctor
- BAR council Certificate for Advocate
- Salary Certificate with Pay slip

### **For Student:**

- Student ID card Photo Copy.
- Birth Certificate (Only for Child & infant)
- Leave Certificate

### **Others:**

- Marriage Certificate Copy (For family application only if husband name no have in passport)

### **Other Information:**

- Visa validity 3 months (Single entry)

### **For Medical Visa:**

- Hospital Appointment
- Old Doctor prescription
- Supporting medical Documents

### **Note:**

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## EGYPT VISA

### **(VISA Fee Non-Refundable)**

Processing time: 30 to 70 working days

### **BASIC DOCUMENTS REQUIRED:**

- Photograph of Applicant (Original Print Copy from Photo Studio sized 2 x 2)
- Passport and Previous Passport if any.
- Passports first page scan copy valid Minimum 7 Month
- Latest Bank statement (6 Month) (Minimum balance BDT 100,000 for each applicant)
- Bank Solvency Certificate

### **BUSINESS PERSON:**

- Renewal Trade license copy with notary public (English Translated)
- Memorandum for Limited Company
- Office pad Blank page
- Visiting card

### **Job Holder:**

- No Objection Certificate (NOC)
- BMDC certificate for Doctor
- BAR council Certificate for Advocate
- Salary Certificate with Pay slip

### **For Student:**

- Student ID card Photo Copy.
- Birth Certificate (Only for Child & infant)
- Leave Certificate

### **Others:**

- Marriage Certificate Copy (For family application only if husband name no have in passport) Other Information:
- Visa validity 3 months (Single entry)

### **Note:**

- Visa rate can be changed without prior notice.
- Visa issuance rights reserved by the Embassy.

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## TURKEY VISA

### **(VISA Fee Non-Refundable)**

Visa processing: BDT 3500/- for Visa Sticker (Non-Refundable)

Processing time: 7 to 21 working days

### **BASIC DOCUMENTS REQUIRED:**

- Photograph of Applicant (Original Print Copy from Photo Studio sized 2 x 2, 3 copy)
- Passport and Previous Passport if any.
- Passports first page scan copy valid Minimum 7 Month (3 copy)
- Latest Bank statement (6 Month) (Minimum balance BDT 300,000 for each applicant)
- Bank Solvency Certificate
- National ID card or birth certificate photocopy (ID mandatory)

### **BUSINESS PERSON:**

- Renewal Trade license copy with notary public (English Translated)
- Memorandum for Limited Company
- Office Pad Blank page (for Covering letter / Request letter / Forwarding letter)
- Visiting card
- Income tax return / TIN attested by notary public

### **Job Holder:**

- No Objection Certificate (NOC)
- BMDC certificate for Doctor
- BAR council Certificate for Advocate
- Salary Certificate with Pay slip
- Income tax return / TIN attested by notary public

### **For Student:**

- Student ID card Photo Copy.
- Birth Certificate (Only for Child & infant)
- Leave Certificate

### **Others:**

- Marriage Certificate Copy (For family application only if husband name no have in passport)

### **Other Information:**

- Visa validity 3 months (Single entry)

### **E-Visa:**

- Valid UK, USA, Schengen & Ireland visa
- Passport copy

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- Expected travel date

**Note:**

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- Visa issuance rights reserved by the Embassy.

## **CAMBODIA VISA**

**(VISA Fee Non-Refundable)**

Processing time: 3 to 7 working days

**BASIC DOCUMENTS REQUIRED:**

- Photograph of Applicant (Original soft Copy from Photo Studio sized 2 x 2)
- Passports first page scan copy valid Minimum 7 Month
- Vaccine certificate

**Note:**

- Visa rate can be changed without prior notice.
- Visa issuance rights reserved by the Embassy.

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## PHILIPPINES VISA

### **(VISA Fee Non-Refundable)**

Processing time: 7 to 10 working days

### **BASIC DOCUMENTS REQUIRED:**

- Photograph of Applicant (Original Soft copy from Photo Studio -Size 2\*2 mm and print Copy)
- Passports first page scan copy valid Minimum 7 Month
- Passport and Previous Passport if any.
- Latest Bank statement (6 Month) (Minimum balance BDT 100,000 for each applicant)
- Bank Solvency Certificate
- Police clearance Certificate

### **BUSINESS PERSON:**

- Renewal Trade license copy with notary public (English Translated)
- Memorandum for Limited Company
- office pad Blank page
- Visiting card
- TIN Certificate

### **Job Holder:**

- No Objection Certificate (NOC)
- BMDC certificate for Doctor
- BAR council Certificate for Advocate
- Salary Certificate with Pay slip
- TIN Certificate

### **For Student:**

- Student ID card Photo Copy.
- Birth Certificate (Only for Child & infant)
- Leave Certificate

### **Others:**

- Marriage Certificate Copy (For family application only if husband name no have in passport)

### **Other Information:**

- Visa validity 3 Month only (Single entry)

### **Note:**

- Visa rate can be changed without prior notice.

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- Visa issuance rights reserved by the Embassy.

## INDONESIA VISA

### **(VISA Fee Non-Refundable)**

Processing time: 7 to 25 working days

### **BASIC DOCUMENTS REQUIRED:**

- Photograph of Applicant (Original Soft copy from Photo Studio -Size 2\*2 mm and print Copy)
- Passport and Previous Passport if any.
- Passports first page scan copy valid Minimum 7 Month
- Latest Bank statement (6 Month) (Minimum balance BDT 100,000 for each applicant)
- Bank Solvency Certificate

### **BUSINESS PERSON:**

- Renewal Trade license copy with notary public (English Translated)
- Memorandum for Limited Company
- office pad Blank page
- Visiting card
- TIN Certificate

### **Job Holder:**

- No Objection Certificate (NOC)
- BMDC certificate for doctor
- BAR council Certificate for Advocate
- Salary Certificate with Pay slip
- TIN Certificate

### **For Student:**

- Student ID card Photo Copy.
- Birth Certificate (Only for Child & infant)
- Leave Certificate

### **Others:**

- Marriage Certificate Copy (For family application only if husband name no have in passport)
- Proof Of Health Insurance

### **Other Information:**

- Visa validity 3 Month only (Single entry)

### **Note:**

- Visa rate can be changed without prior notice.
- Visa issuance rights reserved by the Embassy.

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## INDIA VISA

### **(VISA Fee Non-Refundable)**

Processing time: 7 to 10 working days

### **GENERAL DOCUMENTS REQUIRED:**

- Passport copy
- Last Indian visa copy (if any)
- NID copy
- Recent 1 Copy Photo (2"x2", white background, glossy / matte paper)
- Latest Utility (Electricity/Gas/Water) bill copy
- NOC from the company - (If doing any job)
- Trade License- If Business
- Visiting card/Employee ID card
- Bank statement of last 06 months/Dollar endorsement certificate (at least USD \$200)
- Student ID Card copy and Birth Certificate (If Student)
- Previous SAARC visited country name & year of visit - if any
- Previous NON-SAARC visited country name - if any

### **Business Visa:**

- Profession proof
- Tin, Tax certificate
- Invitation letter
- IRC/ERC
- LC / Dual party Agreement
- Association certificate
- Last passport copy and all old passports

### **Medical /Medical attendant Visas**

- Medical Invitation letter from India with a specific date
- All Medical original documents
- Profession proof
- Last passport copy and all old passports

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## CANADA VISA

### **(VISA Fee Non-Refundable)**

Embassy fee: 180 CAN

Processing time: 7 to 10 working days our office

Canada Immigration: 90 days Minimum

### **BASIC DOCUMENTS REQUIRED:**

- Photograph of Applicant (Original Soft copy from Photo Studio -Size 2\*2 mm and print Copy)
- Passports all visa page scan copy
- Passport and Previous Passport if any
- Latest Bank statement (6 Month) (Minimum balance BDT 500,000)
- Bank Solvency Certificate
- Family Information by Each candidate
- Academic Information

### **BUSINESS PERSON:**

- Renewal Trade license copy with notary public (English Translated)
- Memorandum for Limited Company
- office Pad Blank page
- TIN/TAX Certificate

### **Job Holder:**

- No Objection Certificate (NOC)
- BMDC certificate for doctor
- BAR council Certificate for Advocate
- Salary Certificate with Pay slip
- TIN/TAX Certificate

### **For Student:**

- Student ID card Photo Copy.
- Birth Certificate (Only for Child & infant)
- Leave Certificate

### **Others:**

- Marriage Certificate Copy

### **Other Information:**

- Visa validity 5/10 Years (Multi entry)

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**All Documents need Scan Copy & English Notary**  
**UK VISA**

**(VISA Fee Non-Refundable)**

Embassy fee:

Processing time: 7 to 10 working days our office

Immigration: 7/21/45 days Minimum

**BASIC DOCUMENTS REQUIRED:**

- Photograph of Applicant (Original Soft copy from Photo Studio -Size 2\*2 mm and print Copy)
- Passports all visa page scan copy
- Latest Bank statement (6 Month) (Minimum balance BDT 500,000)
- Bank Solvency Certificate
- Family Information by Each candidate
- Academic Information

**BUSINESS PERSON:**

- Renewal Trade license copy with notary public (English Translated)
- Memorandum for Limited Company
- office Pad Blank page
- TIN/TAX Certificate

**Job Holder:**

- No Objection Certificate (NOC)
- BMDC certificate for Doctor
- BAR council Certificate for Advocate
- Salary Certificate with Pay slip
- TIN/TAX Certificate

**For Student:**

- Student ID card Photo Copy.
- Birth Certificate (Only for Child & infant)
- Leave Certificate

**Others:**

- Marriage Certificate Copy
- Asset valuation
- Travel Plan

**Other Information:**

- Visa validity 6/1 Years (Single or Multi entry)

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**English Notary Must**

## **SCHENGEN VISA**

### **(VISA Fee Non-Refundable)**

Embassy fee:

Processing time: 7 to 10 working days our office

Immigration: 21 days Minimum

### **BASIC DOCUMENTS REQUIRED:**

- Photograph of Applicant (Original Soft copy from Photo Studio -Size 2\*2 mm and print Copy)
- Passports all visa page scan copy
- Latest Bank statement (6 Month) (Minimum balance BDT 500,000)
- Bank Solvency Certificate
- Family Information by Each candidate
- Academic Information

### **BUSINESS PERSON:**

- Renewal Trade license copy with notary public (English Translated)
- Memorandum for Limited Company
- office Pad Blank page
- TIN/TAX Certificate

### **Job Holder:**

- No Objection Certificate (NOC)
- BMDC certificate for Doctor
- BAR council Certificate for Advocate
- Salary Certificate with Pay slip
- TIN/TAX Certificate

### **For Student:**

- Student ID card Photo Copy.
- Birth Certificate (Only for Child & infant)
- Leave Certificate

### **Others:**

- Marriage Certificate Copy
- Asset valuation
- Travel Plan

### **Other Information:**

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- Visa validity depends on immigration (Single or Multi entry)

**Documents English Notary Must**

## **USA VISA Requirements:**

**(VISA Fee Non-Refundable)**

**Basic Document/information for online submission: -**

1. All passports
2. Visiting Card.
3. Recent Two (02) Copy Photo. (2-inch X 2-inch, White background)
4. National Identity Card Copy.
5. Parents & Spouse Information. (Name, Date of Birth & Birth Place)
6. Names, addresses and phone numbers of present Employer or school
7. Monthly salary in local currency & designation (If employed)
8. Provide your previous employment information, if applicable, Employer name, address, Telephone number, Job Title, Supervisor's Name, Dates of Employment (From-to)
9. List all educational Institutions you attend (If applicable) Give the name of Institution, address, course of study, and Dates of attendance (From-To)
10. Are any of the following people in the U. S (Father, mother, son, daughter, husband, wife, brother, sister, Finance) if yes gives the name. relation, and status (LPR, U.S citizen, studying, Working, etc.)
11. Previous visited countries' name

## **Documents need to carry at the time of the Interview:**

**For Business Person: -**

1. Personal Bank Statement / Company Bank Statement of Last Six (06) Months.
2. Renewal Trade License.
3. Memorandum for Limited Company.
4. Import/Export Certificate

**For Job Holder: -**

1. Personal Bank Statement
2. No Objection Certificate (NOC)
3. G.O (Government Order) for Official Passport
4. BMDC Certificate for Doctor
5. BAR Council Certificate for Advocate
6. Retirement Documents for Retired Person

**For Student: -**

1. Student ID card Photo Copy.

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2. Birth Certificate (Only for Child & infant).

**Other supporting documents** (a) Marriage certificate (b) Document of properties (c) Bluebook photocopy of the car if any (d) Document of other income if any (e) All documents of financial solvency like FDR/ Share business/ other savings/Security Deposit /Cash investment (f) TIN certificate & Tax return copy.

## Hong Kong Visa Requirements

**(VISA Fee Non-Refundable)**

Processing Time: 10-15 Days

KZ Travel & tours ltd. Facilitates you with Hong Kong (Cathay Pacific Airline) visa from Bangladesh.

1. Application form - ID1003A, ID520 & Authority Letter signed by the applicant. (Application form will be provided us)
2. Photocopies of the passport with all visas and endorsements. If there is no visa in the passport, submit a photocopy of the full passport. (Original Passport must be shown at the time of application submission).
3. Forwarding letter (on company letterhead will be added value) mentioning the purpose & plan of the visit (To - The Director of Immigration, Immigration Department, Hong Kong).
4. One recent photograph (45\*50 mm) as specified in Form ID 1003A (Please affix it with glue).
5. Flight arrangement (PNR) & accommodation (Hotel booking if overnight stay) in Hong Kong.
6. Bank statement with Solvency Certificate - at least the last three months (Company Personal).
7. Latest TIN certificate in English (Company + Personal) with TAX return acknowledgment and Certificate copy (last 2 years)
8. Photocopy of Business registration certificate/Trade License Translated into English and notarized.
9. For the employee- Employment certificate mentioning with joining date, designation & salary.
10. One additional set of all documents must be submitted along with visa applications.
11. NID (with English translated and Notary public).

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## China Visa Requirements:

### **Basic Document:-**

- Seven (08) months valid passport with an old passport if have one.
- Visiting Card.
- Recent 2 copy photographs taken in the last 3 months (white background only, passport size)
- Bank Statements last six months with a bank solvency certificate (last balance 3,00,000+)
- Visiting Card
- Tin Certificate
- Confirm two way air ticket

### **For Business Person:-**

- Renewal Trade license copy with notary public (English Translated )
- Memorandum for Limited Company
- The blank page of the office pad.

### **For Job Holder:-**

- No Objection Certificate (NOC)
- Office ID Copy Both Side
- BMDC certificate for Doctor
- BAR Council Certificate for Advocate

### **For Student:-**

- Student ID card Photo Copy Both sides.
- Birth Certificate (Only for Child & Infant).

### **Others:-**

- Marriage Certificate Copy (For family application only)

### **Visa Fees:**

- Single Entry, First Time for First World Visited in last 2 years: 11,500/- per person.
- Single Entry, Previous 3 Country Visited (interview): :11,500/- per person.
- Single Entry, Previous China Visited: 11,500/- per person.
- India Visit only: 15,500/- per person.
- 6 Months Double Entry: 13500/- per person.
- 01 Year Multiple Entry: 20,500/- per person.
- If anybody need urgent within 03 days the 7000 charge will be added.

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### Special Note:

Once the application has gone online interview submission time will be provided by the Embassy.

- After providing a biometric delivery time of the passport will be 10 to 12 working days.
- Biometric is required only for a 1-year multiple visa.
- The visa rate can be changed without prior notice.
- The client needs to provide an interview at the Embassy or Online after being informed by the Embassy.

## NEW ZELAND VISA REQUIREMENT

### (VISA Fee Non-Refundable)

Processing Time: 03 to 07 Working Days from our office

#### Basic Document:-

- Passport with at least two blank pages, valid for at least 6 months
- All previous passports.
- Recent two (02) copy color photographs. (Passport size, White background), not older than 03 months
- Marriage Certificate
- Letter from Ministry of Foreign Affairs (MOFA)

#### For Business Person:-

- Personal Bank Statement of Last Six (06) Months & Bank Solvency Certificate
- Company Bank Statement of Last Six (06) Months & Bank Solvency Certificate
- Renewal Trade License Copy.
- Certificate of Incorporation and Memorandum of your Company (only pages, where director's names are mentioned). (If you are an owner director of a company)
- Office pad / Company Letter Head Pad
- Import & Export Certificate - if any
- TIN / Income Tax Certificate - if any

#### For Job Holder:-

- Personal Bank Statement of Last Six (06) Months & Bank Solvency Certificate
- No Objection Certificate (NOC)
- Salary Certificate.
- Pay slips - if any
- G.O (Government Order) for Official Passport
- BMDC certificate for Doctor
- BAR council Certificate for Advocate

#### For Student:-

- Student ID card Photo Copy.
- Leave letter from school/college/university.
- Sponsor documents : (if any )
- Invitation letter

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- Passport copy
- Tenancy agreement copy/Driving License Copy (Any documents for address verification)

**Other supporting document** (a) Tour Program (b) Visiting card (c) NID copy (d) Birth certificate of children (e) Document of properties (f) Blue book photocopy of car if any (g) Document of other income if any (h) All documents of financial, solvency like FDR/ Share business/ other savings/Security Deposit/cash investment etc. (i) National Identity Card Copy.

Note: Visa processing time 1.5 month

Note: Service charge can be changed without prior notice.

Note: Visa issuance rights reserved by the Embassy.

**\*\*\* Documents in Bangla must be submitted along with translation in English\*\*\***

## **Japan Visa For Sight-seeing**

**(VISA Fee Non-Refundable)**

Processing Time: 03 to 07 Working Days from our office

1. Application form
2. Valid Passport and Photocopy
3. Old Passport (if any) and Photocopy
4. One Photo (2-inch X 1.4 inch)
5. Airline Booking Slip (two ways)
6. Hotel Booking document during stay in Japan
7. Visit Schedule in Japan
8. Invitation letter (if you have a guarantor)
9. Document certifying or explaining relations to the guarantor (if you have a guarantor)
10. Tax-Income certificate and payment receipt (Latest 3 years) (if any)
11. Bank Statement 6 months Latest (Personal/company) If the travel expenses are borne by a guarantor living in Japan
12. Guarantee letter
13. Tax certificate, Bank statement of Income certificate (any one)
14. Citizen registration or certificate of foreigner registration and passport copy

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## DUBAI VISA

### **(VISA Fee Non-Refundable)**

Processing time: 3 to 07 working days

### **BASIC DOCUMENTS REQUIRED:**

- Photograph of Applicant (Original Soft copy from Photo Studio -Passport Size)
- Passports first page scan copy valid Minimum 7 Month
- Previous Visa Copy

### **Others Documents:**

- Hotel Booking
- Flight Booking
- Travel History
- Travel Insurance

### **Other Information:**

- Visa validity depends on package only (Single entry)

### **Note:**

- Visa rate can be changed without prior notice.
- Visa issuance rights reserved by the Embassy.

বৈধ দক্ষায় বিদেশ যাবো, অর্থ-সম্পদ দুটোই কামাবো!!

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