

Dear Sir,

In reference for your request regarding entry visa arrangement, please find the below information:

#### GUEST VISA – TERMS AND CONDITIONS:

List of Documents required for processing each Guest Visa

- Clear and valid passport copy of each guest (Minimum Validity of 06 months from the arrival date)
- Completed and signed Entry Visa Request Form for each guest
- A clear photocopy of Guest's credit card – both sides including cardholder signature
- Passport photocopy of the credit card holder
- Complete and signed Credit Card Authorization Form
- Passport sized photo of each guest

As per "DUBAI IMMIGRATION" it is MANDATORY to send us the clear and scanned color passport copies of each guest are requesting for visa.

**Scanned color passport copies should be sent in JPG format ONLY.** (Visa will not be processed, if we are not provided with a scanned color copy of the passport)

The passport sized photo of the guest should be to the below specifications;

- Picture size should be 40 KB Maximum
- Picture type should be JPG format ONLY
- Picture MUST have a white background ONLY

#### SECURITY DEPOSIT

Furthermore we require a security deposit of AED 5000 per room, which we kindly request you to authorize along with the visa charges (Amount to be entered on the Credit Card Authorization Form)

#### TYPES OF VISAS

A tourist visa will be issued for your guests stay date at a non-refundable fee of AED 500.00. This can be further extended, subject to approval from Dubai Immigration, on extra charges. The rate is subject to revision of the government. Kindly note that we need 6-7 working days for visas to be processed. All guests' passports should be valid for more than six months from the date of arrival. Issue of visit visas is subject to the approval of the Department of Naturalization and Residence Dubai and will be issued 5-6 days prior to the arrival date unless requested earlier. Please be advised that the visa will be valid for only 3 days after the guest departs from our hotel and then the visa will be cancelled.

#### VISA CONDITIONS

The Guest Tourist Visas are issued by the UAE immigration authorities to the Atlantis the Palm on the basis that the Guest will stay at the Hotel during their stay in the UAE and will not extend their stay elsewhere in the UAE.

Guests who remain for a further stay in the UAE following checking out from the Atlantis the Palm are in breach of these Terms and Conditions and their respective Tourist visas and may face Court action or penalties.

Atlantis the Palm shall report any overstay by Guests to the immigration authorities and takes no responsibility for any Guests that OVERSTAY in the UAE

Atlantis the Palm reserves the right not to offer the Guest Visa Service without giving reason.

Atlantis the palm reserves the right to change at anytime its visa charges without prior notice to the Guest  
All payments made by credit card (towards visa charges) must be made by the Guest only. NO CASH PAYMENTS WILL BE ACCEPTED.

## VISA VALIDITY

The Tourist Visa for arrival at Dubai International Airport is electronic and is valid for single entry only. Guests must carry a copy of their visa with them. Guests must leave the UAE before the expiry of the entry visa. A fine will be payable by the Guest to the immigration authorities for each day overstayed, further penalties may apply.

## IMPORTANT DETAILS

1. The issue of visas is subject to the sole approval of the Department of Naturalization and Residence in Dubai or Abu Dhabi and cannot be guaranteed by Atlantis the Palm.
2. Governmental Visa fees are subject to change and are non-refundable under any circumstances.
3. The issue of a visa does not guarantee entry into the UAE. As with immigration authorities in other countries, entry is at the ultimate discretion of the UAE Immigration authorities.
4. The issued visa becomes invalid if the information on the visa changes.
5. The cancellation of the visas once applied and approved from the immigration department or rejected by the immigration department are 100% chargeable for the total visa fees. The security deposit will be refunded to the guest credit card in this case.

### Important:

If you are a national citizen of a GCC country you do not require a visa to visit the UAE. You will simply need to produce your GCC country passport upon arrival at the point of entry into the UAE

All citizens from the following countries can obtain a 30-day visit visa at the Dubai airport, upon arrival in the United Arab Emirates and will be granted a free-of-charge visa for a single visit upon arrival in the UAE. It should be noted that this list may vary slightly from time to time and it is therefore best to check with your local UAE embassy or the airline that you are using to fly to the UAE prior to departure.

Australia, Austria, Andorra, Belgium, Brunei, Canada, Denmark, France, Finland, Germany, Greece, Hong Kong, Iceland, Ireland, Italy, Japan, Liechtenstein, Luxembourg, Malaysia, Monaco, Netherlands, New Zealand, Norway, Portugal, Republic of Korea, San Marino, Singapore, Spain, Switzerland, Sweden, United States of America, United Kingdom with (Right of Abode in UK) Vatican, Poland, Slovenia, Slovakia, Czech Republic, Lithuania, Hungary, Latvia, Estonia, Malta, Cyprus, Croatia, Romania and Bulgaria.

If you do NOT fall into one of the above categories, you will require a visa and a sponsor for your visit. The sponsor normally applies for the visa on your behalf. Should you have any further questions or concerns please do not hesitate to contact us.

With best regards,

Visa Section