

## **CHECKLIST FOR IN-PERSON APPLICATIONS**

### **Singapore Visa Application Center San Francisco**

1. 14-A Visa Application Form duly-filled and signed;  
(Signature on the Application should match the one on the passport)
2. Original & copy of Passport valid for 6 months from date of entry in Singapore;
3. Original and copy of US Permanent Resident Card or valid US Visa;
4. 1 photo taken within last 3 months passport-sized photo with white background;
5. Appointment confirmation and Money Order/Cashier's check in the amount of \$77 payable to VFS Services, USA. \*
- 6 Confirmed Travel Itinerary showing applicant's name in bookings made 7  
Proof of accommodation for the duration of stay:

- a) Duly -filled 39A form/Letter of Introduction from SG National/Permanent Resident if staying with friends and relatives; and/or
- b) Hotel accommodation showing applicant's name in booking made

• For **applicants** travelling for business, he/she should provide the following additional documents:

- 1 39-V form/Letter of Introduction should be duly- filled by Local Singapore registered business entity; Digital signatures on the form will not be accepted.
- 2 If attending a Conference, Invitation letter should be printed on the organizer's letterhead with their Singapore address reflected. Digital signatures on the letter will not be accepted.

***NOTES:*** *Processing times for in person applications can be up to 3-5 business days upon receipt of your complete applications. Additional documents may be requested to support the application, on a case-by-case basis.*

\*For persons who are not able to obtain an appointment through our website, they may contact our Visa Center at [info.singaporeusa@vfshepline.com](mailto:info.singaporeusa@vfshepline.com) to schedule a manual appointment.

**A REFERENCE NUMBER WILL BE GIVEN TO THE APPLICANT ONCE IT HAS BEEN PROCESSED. THIS WILL ENABLE THEM TO CHECK THE STATUS OF THEIR APPLICATION AT <https://eservices.ica.gov.sg/esvclandingpage/save>**