

NIGERIAN HIGH COMMISSION OTTAWA**Information Provided by NHC OTTAWA- Business Visa**

Sr. No.	Document Checklist	Submitted Yes/No
1	Original Passport should be valid for at least 6 months. Visas will be affixed on valid passports only	
2	One recent coloured passport size photograph 2 inch x 2 inch with at least 3 months validity (White Background). Names should be written at the back of the passport photograph with stamped date	
3	Non-Canadian Passport holders must attach photocopies of their immigration status in Canada, showing their Residence (Permanent Residence Card) or Work Permit.	
4	Canadian citizens holding another national passport are required to apply with Canadian passports only	
5	Holders of Dual Nationality, Canadian/Nigerian, should have either a valid Nigerian passport or a signed formal invitation letter addressed to Nigeria High Commission from a Nigerian accompanied by photocopy of the data page of valid Nigerian international passport to confirm/ authenticate genuine and effective link or relationship	
6	Completed online Entry Visa Application Form and Sign	
7	Confirmed Payment	
8	Visa Acknowledgment Slip	
9	A signed Letter of invitation from Host Company in Nigeria on Letterhead with photocopy of valid data page his or her international passport to indicate nature of business, duration of visit and accepting full immigration and financial responsibility. A photocopy of the Nigerian company's Registration with Corporate Affairs Commission (CAC);	
10	A signed Letter of Introduction on Letterhead from the sponsoring company or agency in Canada	
11	Please attach photocopy of vaccination against Yellow Fever certificate. Do not send original yellow Fever certificate	
12	A holder of Canada Issued Refugee travel document should enter Canada as his/her present nationality on the application form	

The High Commission reserves the exclusive right to grant or reject visas and also in some cases may request for additional documents. Failure to comply will result in your passport been returned without visa. Any church activities or visit needs to obtain approval from the Ministry of Foreign Affairs in Nigeria on your behalf.