

# Subject To Regularization Visa Checklist



- |   | <b>Tick when Complete</b> |
|---|---------------------------|
| 1. International Passport/Travel Document with a minimum of 6 months validity and valid UAE residence visa. Must have 3 continuous blank facing pages.  | <input type="checkbox"/>  |
| 2. Four recent passport sized photographs.  | <input type="checkbox"/>  |
| 3. Letter for STR Visa/Entry Permit (addressed to Visa Section, Nigeria Embassy Abu Dhabi) - (4 copies).  | <input type="checkbox"/>  |
| 4. Letter of appointment from prospective employer (4 copies).  | <input type="checkbox"/>  |
| 5. Acceptance of Offer of Appointment (4 Copies).   | <input type="checkbox"/>  |
| 6. Photocopy of Approved Expatriate Quota (4 copies).   | <input type="checkbox"/>  |
| 7. Printed completed online Visa application form (in 4 copies).  | <input type="checkbox"/>  |
| 8. Acceptance of full Immigration Responsibilities by Prospective Employer (4 Copies).  | <input type="checkbox"/>  |
| 9. Original and 4 photocopies of Professional Certificate(s)/Credentials and Curriculum Vitae (original to be sighted and returned).  | <input type="checkbox"/>  |
| 10. Flight ticket (Itinerary).  | <input type="checkbox"/>  |
| 11. All documents should be original and be ready for interview (All Attested Degree Certificate)   | <input type="checkbox"/>  |
| 12. Minimum 20 Working days Processing Time AED 250 fee Cash - Payable only at OIS Office   | <input type="checkbox"/>  |
| 13. Payment and acknowledgement slips available once online payment is complete – Printed from <a href="http://www.innovate1services.com">www.innovate1services.com</a> OR <a href="http://portal.immigration.gov.ng/visa/OnlineQueryStatus">portal.immigration.gov.ng/visa/OnlineQueryStatus</a> | <input type="checkbox"/>  |
- PLEASE IGNORE INTERVIEW DATE ON PAYMENT SLIP AND BOOK OIS APPOINTMENT**  
Online at [apt.oisservices.com](http://apt.oisservices.com) , payment amounts varies; please check the following for the price list; [portal.immigration.gov.ng/pages/visaguidelines](http://portal.immigration.gov.ng/pages/visaguidelines).

14. AED 370 OIS Services Processing Fee (excluding VAT), payable by card only at OIS Office.



**PLEASE CHECK OUR OPENING HOURS TO AVOID DELAYS AND FOR ANY ADDITIONAL INFORMATION  
PLEASE CALL US ON +97142765448 OR VISIT OUR WEBSITE [HTTPS://OISSERVICES.COM](https://oiservices.com)**