

STEP 1 – Indonesia Tourist Visit Visa Pack

Checklist for Requirements

Please send the following to [GulfVisa's address](#):

- Original **Passport** (valid for at least 6 months beyond date of planned entry + at least one blank visa page)
- One** recent **passport-sized photo** (must have a white background)
- A fully **completed and signed application form**
 - You need to complete the form online, then print it and sign it once complete.
 - Link for the form is <https://consular.indonesianembassy.org.uk/visa/>
- An **original letter from your employer confirming your employment**
 - Letter must be less than one-month old
 - Please refer to PAGE 2 for an example of how this letter should be

Unemployed Applicants:

If you are not employed, you must provide alternative evidence of permanent residence in the UK, such as a letter from your college/university indicating your position there and the dates you intend to leave and return.

- A recent bank statement (non-online)** from your current account showing at least £1000 (not including overdraft)
 - This must be shown to be in your account for at least 1 month before you apply for a visa via Gulfvisa
- A copy of the **flight itinerary** showing return flights
- A copy of the accommodation booking in Indonesia for the duration of the stay
 - Must state applicant's name

[Once completed, please follow STEPS 2 and 3 on the GulfVisa website page \(click here\)](#)

Address: GulfVisa Ltd, 17 Hanover Square, Mayfair, W1S 1HU, UK

UK Company Letterhead

The Embassy of the Republic of Indonesia,
30 Great Peter Street,
London SW1P 2BU

<Date – must be within 1 month of application>

Dear Sir/Madam,

This letter is to confirm <Applicant Name> is working for our company <UK Company Name> as a <Job Title> since <Date>

<Applicant Name> wishes to visit Indonesia for tourism purposes. We have granted them permission to leave work on <Date> and they are expected to return to work on <Date>.

Please do not hesitate to contact us if you need any more information.

Yours sincerely,

<Signature>

<Name of applicant's supervisor or the company's HR department or Manager of Department or Company Director>

<Signee Job title>