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**VISA #13 EXTEND RETURN VISA TO SAUDI ARBIAN ((EXIT RE-RETURN VISA)  
REQUIRMENTS TO EXTEND EXIT RE-ENTRY (IF YOUR IQAM still valid)) form the  
embassy of Saudi Arabia Ottawa, Canada**

**SAUDI VISA REQUIREMENTS CHECKLIST- OTTAWA, CANADA**

- 1. An **original** applicant's **passport** with the following:
  - a) Valid for at least **6 months** from expected arrival date into KSA.
  - b) Showing the place of birth.
  - c) Two side by side blank pages.
  - d) Showing at least first and last name.
- 2. A fully completed **Visa application "Form B"**. **Including page 2 "NOTIFICATION TO ALL AGENTS AND ALL APPLICANTS"**.
- 3. One recent **photograph (not more than a month old)** on a plain white background.
- 4. A certificate **print out** issued by the passport office TRAVEL SECTION in Saudi Arabia which includes information about the latest exit re-entry visa issued to you.
- 5. **A copy of** applicant's (IQAMA), and additional to that if family also include a copy of sponsor Iqama (husband / wife or parents).
- 6. Must also provide copy of the exit re-entry visa.
- 7. **A letter from the Saudi sponsor (Kafeel) requesting** the extension of the visa and **confirming** the employment, job title, residency permit number and the expiry date, and to issue a visa to the applicant to resume work or residence in Saudi. **This letter must be stamped by Saudi Ministry of Foreign Affairs.** (Scanned copy or original, both will work at the moment) **(New requirement)**.
- 8. **For students & accompanying mothers a declaration of enrollment** from the school or university. If your stay outside the Kingdom exceeded 12 months you must obtain an authorization from the Ministry of Foreign Affairs in the kingdom (include copy of the visa slip).

- 9. In case of a **work residence** and if your **length of stay outside** KSA exceeded **seven months** you must obtain **an authorization** from the Ministry of Foreign Affairs in the kingdom (include copy of the visa slip).
- 10. If applicant is applying with a new passport, please make sure to include the old one.
- 11. A photocopy of applicant's **airline reservation**. Note that the port of entry to KSA must be same or the closest airport to the city of the sponsor.
- 12. **“NOTIFICATION TO ALL AGENTS AND ALL APPLICANTS” Form “B” page 2.**
- 13. **Copy of applicant’s passport.**
- 14. Fees and Applicant information sheet **"Form A"**.