

## INSTRUCTION for E-VISA APPLYING to AZERBAIJAN REPUBLIC

Last update - 09.06.2015

Victory Tour LLC operated by Tourist License under the number 040738 issued by Ministry of Culture and Tourism of Azerbaijan Republic is authorized to provide foreign travelers going to travel to Azerbaijan Republic with electronic travel visas (e-visa), Letter of Invitations (LOI) and other related travel and supporting services.

! Please read carefully before completing and filing the application form for e-visa to Azerbaijan Republic.

### LIST OF REQUIRED DOCUMENTS

You need to book a hotel for the whole duration of your electronic visa and provide us with confirmation from hotel. Please note that electronic visa is issued for days the hotel booking is confirmed for. You can choose the hotel from <http://exploreazerbaijan.com/hotels/> and proceed with booking or book it from another hotel provider.

Following documents are required for electronic visa:

1. Filled and signed Application Form for e-visa.
2. High resolution digital passport-style photo (head & shoulders against white background) in color (Jpeg format). To learn more see Digital Image Requirements. link in the end of instruction
3. High resolution copy of passport or travel document in color. (Should be valid minimum six month from the date of entry to Azerbaijan).
4. Payment confirmation for visa fee (payment details).
5. Hotel confirmation voucher
6. Air ticket or reservation confirmation. In case you enter and depart Azerbaijan by other ways then please indicate it. Coming with vehicle then indicate type of vehicle, registration plate number and the border entry point.

Fill the Application Form with block letters and don't forget to put you sign in the end of it. If you will have any questions regarding application don't hesitate to contact us. Form should be scanned and sent to us in JPEG format with not more than 300 kb size.

You should provide all necessary documents to Victory Tour by e-mail (see contacts below). After that we'll upload documents to the MFA's site's dedicated section for e-visa and will wait until the visa is granted. Processing time by MFA of Azerbaijan takes from 10 till 15 working days. After confirmation, e-visa in PDF format will be forwarded to applicant's email address.

### IMPORTANT NOTES:

- No refunds or changes to e-visa are possible after documents are submitted to MFA of Azerbaijan.
- Victory Tour (ExploreAzerbaijan.com) is not responsible neither for non-implementation or timeliness of visa processing by MFA of Azerbaijan nor for visa rejection.
- Make sure that you have free page in your passport and the passport expiry date is valid upon arrival. For most countries validity of passport should be not less than 6 month before arrival.
- Please be informed that if you have visited before Nagorno Karabakh region of the Republic of Azerbaijan occupied by the Republic of Armenia you can be refused to entry to the Azerbaijan on border.
- All requested documents and correspondence should be send to the following e-mails only: [visa@victorytour.az](mailto:visa@victorytour.az) and copy (CC) to [travel@victorytour.az](mailto:travel@victorytour.az)
- Duration of stay on e-visa will indicated exactly according to dates indicated in presented confirmation of hotel reservation.

40 J. Jabbarli Str., Caspian Business Centre 1 floor, Baku, Azerbaijan, AZ 1065, Tel: +99412 437 9090; Mob: +99450/55/70 263 1234;  
[info@victorytour.az](mailto:info@victorytour.az); [www.victorytour.az](http://www.victorytour.az)

- E-visa is valid only for indicated dates on visa paper. If tourist will stay for more days that indicated on the e-visa, it will be considered as a violation of local visa regulations and may result of payment of a fine from 300-400 AZN (\$380-\$500), as well as deportation and a ban of entry to Azerbaijan next 5 years (if the tourist refuses to pay).
- To avoid any misunderstanding during departure, be sure that you get frontier stamp to your e-visa paper on arrival and keep it with yourself until departure.
- Azerbaijan enacted a new law on April 1, 2013 that requires all foreign visitors staying in Azerbaijan for longer than 10 days to register with the State Migration Service of Azerbaijan within three days of arrival. You must submit a completed registration form, a copy of the biographic page of your passport, and a copy of your visa to the State Migration Service either in person, via mail, or e-mail. Licensed hotels may assist their guests register, but travelers staying in personal homes, private apartments or un-licensed hotels must register themselves by this link <http://e-reg.migration.gov.az:8080/DMXERegistrationApp/>. Every individual traveler is responsible for ensuring that the registration has been done. Registration is free, but failure to register or registering late may result in a fine of between 300-400 AZN
- Foreigner may be expelled if he/she has furnished false or incomplete information during the visa application process for the purpose of obtaining a residence title. The applicant is obliged to provide all information to the best of his/her knowledge and belief. If he/she knowingly furnishes false or incomplete information, the visa application may be refused or the applicant expelled from Azerbaijan Republic, should a visa already have been issued. With his/her signature on application form for visa, the applicant certifies that he/she has been informed of the legal consequences of furnishing false or incomplete information in the course of visa proceedings.
- Foreigner undertakes to leave the territory of the Azerbaijan Republic before the expiry of the visa, if granted. Possession of a visa is only one of the prerequisites for entry into the Azerbaijan Republic. The mere fact that a visa has been granted to me does not mean that foreigner will be entitled to compensation if he/she refused entry. The prerequisites for entry will be checked again on entry into the territory of the Azerbaijan Republic.

## PAYMENTS

Payments for services can be done by following ways:

### On-line payment

<http://quickpay.goldenpay.az/Template/Default.aspx?mer=victour>

We accept all major credit cards via international online payment system Goldenpay.az. To make a payment press button above, you will be redirected to our account page at Goldenpay's secure page. Payments will be addressed to Victory Tour LLC (owner of [www.ExploreAzerbaijan.com](http://www.ExploreAzerbaijan.com)). Please be aware that Goldenpay charges its credit card processing commission of 3% and we have to ask our customers to add that extra to the total sum they are supposed to pay.

### By bank transfer to the following account:

You can make a payment via bank transfer. Please make sure that you pay all bank charges when making a payment. Address the transfer to one the following accounts:

Beneficiary: Victory Tour LLC,  
Beneficiary TAX ID: 2000496791,  
Beneficiary Address: AZ1065, Azerbaijan, Baku, 40 J Jabbarli

Bank Name: International Bank Of Azerbaijan, Sigorta Department #4  
Bank Address: AZ1065, Baku, 40 J.Jabbarli str.  
Bank TAX ID: 9900001881  
Bank Code: 805993  
Corr. Account: AZ03NABZ01350100000000002944  
Account AZN: AZ38IBAZ40060019449093986216  
Account USD: AZ28IBAZ40160018409093986216  
Account EUR: AZ08IBAZ40160019789093986216  
Account RUR: AZ45IBAZ40160018109093986216  
SWIFT: IBAZAZ2X

### By money transfer:

Payment can be done via money transfer services such as Western Union, Money Gram etc. Please transfer your payment to the name of Mr. Ceyxun Abbasov, Baku, Azerbaijan. We will need payments details after authorization.

**Our contacts:**



**Mr. Emil Saidov**

Leading Specialist of Visa/Transport Department  
40 J. Jabbarli str., CBC, Victory Tour, Baku, Azerbaijan, AZ 1065  
t: (+99412) 4379090, ext.120  
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e: travel@victorytour.az  
skype: visa-victorytour     Mr. Elnur Zeynalov  
Visa Support assistant



**Mr. Elnur Zeynalov**

Visa/Transport department specialist

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t: (+99412) 4379090, ext.121  
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skype: victorytour\_visa

**Links and Downloads:**

Application form for Azerbaijan visa (pdf)

[http://exploreazerbaijan.com/visa/visa\\_to\\_azerbaijan/Application%20form%20for%20visa%20to%20Azerbaijan.pdf](http://exploreazerbaijan.com/visa/visa_to_azerbaijan/Application%20form%20for%20visa%20to%20Azerbaijan.pdf)

Digital Image Requirements (pdf)

[http://exploreazerbaijan.com/visa/visa\\_to\\_azerbaijan/Digital%20Image%20Requirements.pdf](http://exploreazerbaijan.com/visa/visa_to_azerbaijan/Digital%20Image%20Requirements.pdf)

Instruction for e-visa applying (pdf)

[http://exploreazerbaijan.com/visa/visa\\_to\\_azerbaijan/visa%20aze%20instruction.pdf](http://exploreazerbaijan.com/visa/visa_to_azerbaijan/visa%20aze%20instruction.pdf)

Last news updates about visa to Azerbaijan (link)

[http://exploreazerbaijan.com/visa/visa\\_to\\_azerbaijan/](http://exploreazerbaijan.com/visa/visa_to_azerbaijan/)

**Thank you! You are always welcome in Azerbaijan!**