



APPLICATION FOR A VISA BY RESIDENCY IN PROCESS

Simple Multiple

Date of visa application: D / M / Y

File Number in Process

Foreigner’s Personal Information:

Full name (according to passport)

Optional: current Name (as used in daily life)

Passport number Place of issuance

Passport expiration date D M Y Occupation in the country

Country of Birth Date of birth: D / M / Y

Nationality Marital status Gender M F Other

Age (years) Indigenous People Specify Has a disability Specify

Type of Guatemalan residence applying for

Contact phone (502) Email address

Address in Guatemala

(To be completed if the applicant is under 18)

Father’s name Nationality

Mother’s name Nationality

(To be completed if a third person is applying on behalf of the applicant with a power of attorney)

Contact information of the requesting authorized person

Full name

Phone number (502) Email

Address in Guatemala

Important Information

- To submit your application, you must fill ALL THE ESTABLISHED REQUIREMENTS without exception.
- All information provided in this form is subject to verification by the Guatemalan Migration Institute.

Statement: By submitting this application, the foreigner or authorized person states that the information provided in this form is correct, and the attached documentation is authentic. They are aware of the legal implications and legal effects of their application and authorizes the Guatemalan Immigration Institute to notify by the means indicated above.

Applicant’s signature

I, the applicant for the Visa by Residency in process, acknowledge receipt of passport number: with visa number: at the same place and date of application.

Applicant firm signature: IGM Stamp:

**APPLICATION FOR A VISA BY RESIDENCY IN PROCESS
REQUIREMENTS**

- Visa for residence file in process form.
- Original and valid passport.
- Transportation ticket. If leaving the country in a private vehicle or someone else's, a notarized letter stating this, and proof of vehicle ownership must be provided.
- Proof of payment.

OBSERVATIONS:

Submit the documents without any erasures or alterations

1. **VALID PASSPORT:** The Guatemalan visa will only be issued in a valid and current passport with no less than 6 months of validity.
2. **RESIDENCE STATUS:** Any foreign person who wishes to exit and enter Guatemalan territory while processing a Guatemalan Residence must request a Visa for Residence File in Process, provided that it has not been authorized.
3. **VISA TYPES:** The Visa for Residence File in Process (single) allows the foreigner to leave the country for a period of 90 days from the date of visa issuance, permitting re-entry to Guatemalan territory. The Visa for Residence File in Process (multiple) allows the foreigner to leave the country for a period of 90 days from the date of visa issuance, allowing unlimited entries and exits into Guatemalan territory during its validity.
4. **VISA GRANT:** For the issuance of the Visa for Residence File in Process, the applicant must not have any pending proceedings in their file. If any additional requirements are requested by the Subdirectorato of the Guatemalan Migration Institute, they must be fulfilled within 30 days of notification to be eligible for this visa.
5. **TRANSPORTATION TICKET:** A confirmed transportation ticket dated after the visa issuance date must be presented.
6. **MINORS:** When the application is submitted by a third party, documentary proof of authorization from both parents or the legal guardian, along with a simple photocopy of the identification document of one of the aforementioned individuals, must be provided.
7. **POWER OF ATTORNEY:** If the foreigner is unable to appear in person to complete the process at the institute, they may authorize a third party through a power of attorney with the required legal formalities.
8. **MIGRATION SERVICE VISA FEES:** Simple Visa: twenty-five United States dollars (25.00 USD) or its equivalent in Guatemalan quetzales. Multiple Visa: one hundred United States dollars (100.00 USD) or its equivalent in Guatemalan quetzales.