

**EMBASSY OF THE REPUBLIC OF
CAMEROON**

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CAMEROUN**

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ENTRY VISA TO CAMEROON

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I. WHO NEEDS A VISA TO TRAVEL TO CAMEROON?

Non-Cameroonian citizens residing in the United States or abroad are required to obtain a visa to travel to Cameroon. Naturalized United States citizens of Cameroonian origin must also obtain a visa to travel to Cameroon.

II. WHO CAN APPLY FOR A VISA AT THE EMBASSY OF CAMEROON IN WASHINGTON, D.C.?

The Embassy of the Republic of Cameroon in the United States (Washington D.C.) has territorial jurisdiction over the UNITED STATES of AMERICA, MEXICO, COSTA RICA, and the COMMONWEALTH of the BAHAMAS.

Travelers who may request for an entry visa at this Embassy include nationals of those countries and:

- U.S. permanent residents (green card holders), regardless of their citizenship,
- U.S. legal residents regardless of their citizenship: for example, non-U.S. citizens residing in the United States on an F-1 student visa, or J-1 exchange visitor status, or holders of H1B work visas, persons who are dependents under those categories, etc.

Non-U.S. citizens currently in the United States on a visitor's (B1 or B2) visa ARE NOT eligible to obtain a visa at the Embassy of Cameroon in Washington, D.C.

III. PROCESSING TIMES AND APPLICATION PROCEDURE

A. Processing Times

- The processing time **FOR VISA APPLICATIONS is SEVEN (7) BUSINESS DAYS**. Travelers should plan their trip accordingly and be aware that the processing time may extend over the seven (7) business days during peak periods such as before and during the summer or Christmas holidays, when the volume of requests submitted to the Embassy is usually higher. The Embassy will not be able to accommodate travelers who fail to submit their visa applications in time due to lack of planning.
- The processing time for **Diplomatic and Courtesy visas (ONLY for Diplomatic or Official passport holders) is approximately THREE (3) BUSINESS DAYS**. Officials can apply **IN PERSON ON A WALK IN BASIS (no appointment required)** between **09:30AM and 12:00PM Monday through Thursday**, or **BY MAIL** as outlined in the "Application Procedure" section below.

B. Application Procedure

TRAVELERS MUST APPLY FOR AN ENTRY VISA IN PERSON BY APPOINTMENT, or BY MAIL, NO MORE THAN 90 DAYS BEFORE THEIR DATE OF ARRIVAL IN CAMEROON. Please check your reservation to verify that the time between the date of submission of your visa application to the Embassy and your arrival in Cameroon is LESS THAN 90 DAYS.

(1) IN PERSON

To apply **IN PERSON**, applicants or their agents must first schedule an appointment (*see appointment scheduling procedure below*), then prepare a complete application file including an **Application Submission Sheet** (*download from the Embassy website, cut along the line, fill out both sides of the half-sheet and staple to the application file*). If applying for a group of travelers, each individual file must bear the application submission sheet. When submitting the application file, half of the application submission sheet will remain with the file, and the other will be given as a receipt to the applicant or their agent.

HOW TO SCHEDULE AN APPOINTMENT WITH THE CONSULAR SECTION

It is **MANDATORY FOR ALL NON-OFFICIAL APPLICANTS** to schedule an appointment with the Consular Section prior to coming to the Embassy. **Note that access will systematically be DENIED to any applicant who comes to the Embassy without an appointment.**

- 01. Scheduling an appointment:** Call **(202) 265-8790** and dial **Extension 8357**. An agent will assist you in selecting an appointment date and time from the available slots on the schedule. **Specify the number of application files, and the names of the travelers** for whom you intend to submit the files.
- 02. Preparing for your appointment:** Carefully review the requirements in this document, in order to be well prepared when you come to your appointment. **Note that failure to submit a complete application file may result in its rejection, and in having to reschedule your appointment, which could induce significant delays in the processing of your request.**
- 03. Coming to your appointment:** On the day of your appointment and at the scheduled time, bring the complete application file(s) to the Consular Section located at

**2349 MASSACHUSETTS AVENUE NW
WASHINGTON, DC 20008**

Note: Only duly registered applicants will be allowed to enter the Embassy. People accompanying the applicant(s) will not be granted access except if they are accompanying a minor or a disabled person. Moreover, oversize or travel bags will not be allowed on the premises of the Embassy.

04. IMPORTANT NOTES:

- a. Each person coming to the Embassy in person to apply for a visa for themselves or for a third party must schedule an appointment with the Consular Section. In the case of minor applicants, a parent, a legal guardian, or an agent must contact the Consular Section to schedule an appointment for the minor.
- b. In the case of families, only one person needs to contact the Consular Section to schedule the appointment for the whole family. It will be required to indicate the number and the names of all persons coming to the appointment, whether they are applying or not. For example, if an under-aged applicant is accompanied by his father who is not applying himself, when scheduling the appointment, the father must give both names (his and the child's) – this is necessary to ensure that access will be granted to both the father and child.
- c. The presence of an under-aged applicant is not required for an application to be submitted to the Consular Section.
- d. Failure to register one's name when scheduling the appointment will result in denial of service/access.

(2) BY MAIL

To apply **BY MAIL**, send the visa application(s) to the following address:

**EMBASSY OF THE REPUBLIC OF CAMEROON
CONSULAR SECTION
2349 MASSACHUSETTS AVENUE NW
WASHINGTON, DC 20008**

Applicants must provide a **prepaid return envelope with tracking**, addressed from the Embassy (address above) to the applicant (indicate applicant's full name and address). They may use FedEx, UPS, or the United States Postal Service (USPS). All shipping costs must be covered by having the return costs paid upfront at a FedEx, UPS or USPS location, or an account/credit card number on the shipping label to charge for the service.

PLEASE BE ADVISED THAT THE CONSULAR SECTION WILL NOT START PROCESSING A VISA APPLICATION IF THERE IS NO PREPAID RETURN ENVELOPE THAT SATISFIES THE ABOVE REQUIREMENTS.

NOTES:

- **Senders of application files by mail must ensure that tracking numbers are available on the original package sent to the Embassy and on the return package, and must record those tracking numbers to enable themselves to monitor the progress of to and fro shipping operations:** It is not the Embassy's duty to provide return tracking numbers, whether by phone or by email, but rather the responsibility of the applicant to ensure that they retain this information in the first place.
- **For applications sent by mail, the applicant CANNOT come in person to pick up their documents.** Their return package will be mailed once the processing is complete.
- Refer to FedEx, UPS, or USPS's websites, or visit one of their locations to get transit rates for return packages; the Consular Section does not have that information!
- If tracking information indicates that a package has been delivered to the Embassy, the sender should rely on that tracking information and refrain from calling or emailing the Consular Section to verify the information.

IV. NUMBER OF ENTRIES AND VISA VALIDITY

- (1) **Visa Validity:** Once a visa is issued by the Embassy of Cameroon in Washington, D.C., its recipient must enter within, and can only remain in Cameroon for the specified period of validity on the visa.
- (2) **Number of Entries (SINGLE or MULTIPLE):** Travelers may request Single-entry or Multiple-entries visas. With MULTIPLE-entry visas, a traveler can re-enter Cameroon multiple times during the validity of the visa. Note that the number of entries (single or multiple) will be granted **as deemed appropriate** by the Embassy of the Republic of Cameroon.

V. IMPORTANT GENERAL INFORMATION

01. For any visa application, the Consular Section will request any additional documentation or information deemed necessary for the process.
02. Visa applicants must be mindful of the fact that producing all the documents required when applying for a visa DOES NOT GUARANTEE that a visa will be granted. Ultimately, the decision to grant or deny a visa request is the exclusive competence of the Embassy of the Republic of Cameroon.
03. Application forms can be downloaded [here](#).
04. For any questions related to the visa application process or requirements, please call **(202) 265-8790**, or send an email to cs@cameroonembassyusa.org. The title of your email should give an idea about the problem/issue/question that you would like the Consular Section to address. You may expect a response within 2 to 3 business days, or longer depending on the volume of emails that the Consular Section must reply to.

VI. REQUIREMENTS FOR ENTRY VISAS

ATTENTION: Please take note of the following:

- (1) Failure to submit a complete application file as per the requirements listed below, may result in the rejection of your request!
- (2) **TRAVELERS MUST APPLY FOR AN ENTRY VISA NO MORE THAN 90 DAYS BEFORE THEIR DATE OF ARRIVAL IN CAMEROON.**

A. ADULT APPLICANTS

01. **ORIGINAL PASSPORT with validity period of at least Six (6) months beyond the projected expiration date of the visa.**
02. **TWO (02) visa application forms** to be fully completed and signed by the applicant. **Any file with only a single visa application form will be rejected!** Application forms can be downloaded [here](#).

03. **TWO (02) identical passport-size color photographs with white background that must stapled to each of the two application forms.**

Photo requirements:

- Color Photos with plain white background and without areas of shadow – Size: 2 inches by 2 inches;
- The head should be positioned directly facing the camera, with eyes open and looking at the camera;
- Neck, chin, nose, forehead, both ears and eyes must be perfectly visible;
- Natural facial expression (the mouth must be closed, no smiling or frowning);
- **Prohibited items:** Eyeglasses and head-covering accessories (hat, scarf, hairclip).
- The photo must reflect the real complexion of the applicant.

Note: Photos that are deemed unacceptable will be REJECTED!

04. **Copy of flight/trip reservation from airline or travel agency confirming the trip itinerary to Cameroon. Failure to include this document will lead to the rejection of the application, as a visa will not be issued if the trip itinerary is unavailable!**

Notes regarding the trip itinerary to Cameroon

- (1) Travelers are advised to make only a reservation and not to finalize their ticket purchase until the visa is issued.
- (2) Please check your reservation to verify that the time between the date of submission of your visa application to the Embassy and your arrival in Cameroon is **LESS THAN 90 DAYS**.
- (3) Applicants must be aware that the **dates of validity of a visa (valid from and valid until dates) will be determined according to the travel dates (date of entry in Cameroon and date of departure)** indicated on the travel itinerary.

05. **Copy of up-to-date vaccination certificate showing proof of valid yellow fever immunization. DO NOT SEND THE ORIGINAL VACCINATION CERTIFICATE!** The Consular Section will not be responsible for missing vaccination certificates.

06. **For naturalized U.S. citizens born in Cameroon who are applying for a visa for the first time, surrender the former Cameroonian passport.**

In case of a lost Cameroonian passport, provide a police report supporting that information.

If the Cameroonian passport was retained by U.S. Authorities (Immigration or other), provide an attestation from said Authorities confirming that fact.

For applicants who obtained Cameroonian visas from this Embassy previously, please submit evidence including photocopies of previous passport(s) and old visa(s).

07. **For all prospective travelers who are not of Cameroonian origin, please provide a recent bank statement OR a letter of invitation from the inviting party in Cameroon, legalized by the Police.**

08. **Application Fee + Visa Fee:** For all applicants: Tourism, Short Stay, and Transit visas: \$93.00
Long Stay visa for up to six months: \$184.00
For United States citizens only: Long Stay visa for up to one year: \$275.00

Please refer to the [Summary Table](#) for detailed fees according to the type and duration of the visa requested.

Applications submitted in person (**please bring the exact amount of fees required**): fees can be paid in cash, money order or cashier's check.

Applications by mail: fees must be paid only in money order or cashier's check **made payable to "Embassy of Cameroon"**.

Do not send cash payments by mail!

- Notes:**
- (1) **Payments with personal or business checks, or credit cards are not accepted**, and will result in the rejection of the application file as a whole.
 - (2) The Embassy will not be responsible for refunding or completing fees for applications that are submitted with the incorrect fee (*money orders of an amount that is either lower or higher than the fees indicated*).

09. Requirements specific to the purpose of travel to Cameroon: Go to [Section IV-C](#) below for additional requirements depending on the type of visa requested.
10. If **applying in person**, a filled-out application submission sheet; if **applying by mail**, a self-addressed prepaid return envelope with a tracking number.
11. **Eligible non-U.S. citizens** (as defined in Section "[II – WHO CAN APPLY FOR A VISA FROM THE EMBASSY OF CAMEROON IN WASHINGTON, D.C.?](#)") are required to submit the following documents:
- For permanent residents in the United States: a **COPY** of the green card;
 - For applicants whose case is awaiting a final decision, or about to start: provide any set of documents justifying that a procedure of adjustment of status is in progress or about to start;
 - International students and dependents (F1/F2 visas): **COPY of most recent form I-20**, and letter from the International Students Office of the school **confirming a current enrollment under the F-1 status**;
 - Exchange visitors and dependents (J1/J2): **COPY of current form DS-2019**;
 - For other cases: provide a copy of any available/relevant immigration documents.

B. MINOR APPLICANTS (UNDER 18 YEARS OLD)

01. **ORIGINAL PASSPORT** with validity period of at least Six (6) months beyond the projected expiration date of the visa.
02. **TWO (02) visa application forms** to be completed and signed by a parent or a legal guardian of the minor applicant. **Any file with only a single visa application form will be rejected!** Application forms can be downloaded [here](#).
03. **TWO (02) identical passport-size color photographs with white background** that must be stapled to each of the two application forms.

Photo requirements:

- Color Photos with plain white background and without areas of shadow – Size: 2 inches by 2 inches;
- The head should be positioned directly facing the camera, with eyes open and looking at the camera;
- neck, chin, nose, forehead, both ears and eyes must be perfectly visible;
- Natural facial expression (the mouth must be closed, no smiling or frowning);
- **Prohibited items**: Eyeglasses and head-covering accessories (hat, scarf, hairclip).
- The photo must reflect the real complexion of the applicant.

Note: Photos that are deemed unacceptable will be REJECTED!

12. **Copy of flight/trip reservation from airline or travel agency confirming the trip itinerary to Cameroon.** Failure to include this document will lead to the rejection of the application, as a visa will not be issued if the trip itinerary is unavailable!

Notes regarding the trip itinerary to Cameroon

- (1) Travelers are advised to make only a reservation and not to finalize their ticket purchase until the visa is issued.
- (2) Please check your reservation to verify that the time between the date of submission of your visa application to the Embassy and your arrival in Cameroon is **LESS THAN 90 DAYS**.
- (3) Applicants must be aware that the **dates of validity of a visa** (*valid from* and *valid until* dates) **will be determined according to the travel dates** (*date of entry in Cameroon* and *date of departure*) indicated on the travel itinerary.

04. For infants aged one (1) year and older, copy of the vaccination certificate showing proof of yellow fever immunization. **Infants under one (1) year old are not required to show proof of yellow fever immunization. DO NOT SEND THE ORIGINAL VACCINATION CERTIFICATE!** The Consular Section will not be responsible for lost or missing vaccination certificates.

05. **Copy of the minor applicant's birth certificate.**

06. **Notarized letter of support jointly signed by both parents/legal guardians**

The notarized letter of support must specify:

- (1) That the parents/legal guardians are in agreement with the minor child's travel to Cameroon, and
- (2) Who will be traveling with the minor.

Notes

- If the father's name is not specified on the birth certificate and the mother's name only is mentioned, she alone will submit this document.
- Legal guardians (*who are not the biological parents*) must provide **photocopies of official documents assigning guardianship to them**.
- **If a parent/legal guardian is NOT physically present in the United States:**
 - (a) Parents/legal guardians who are in Cameroon must provide a parental authorization legalized by the Police along with copies of their Cameroonian passport or national identity card.

- Proof of hotel reservation, valid for the expected duration of stay (**three (3) months or less**)
- Certificate of Accommodation (**valid for three (3) months or less**) issued by the inviting party, and legalized by territorially competent Immigration or Police Authorities
- Legalized acceptance letter for an internship program for interns, or legalized confirmation letter for a volunteering opportunity in Cameroon for volunteers, not to exceed a period of **three (3) months**
- Proof of marital or parental relationship respectively for a spouse or a child of a Cameroonian citizen, or a U.S. citizen of Cameroonian origin (examples: copy of marriage license or birth certificate, copy of spouse or parent's passport or birth certificate, any combination of documents permitting to establish the relationship)

Notes regarding U.S. citizens of Cameroonian origin:

U.S. citizens **born in Cameroon or of Cameroonian origin applying for a SHORT STAY visa DO NOT NEED** to provide a justification of the purpose of the visit, or evidence of the means and conditions of subsistence during their stay in Cameroon, BUT THEY DO NEED to submit documentation confirming the trip itinerary to and from Cameroon, for a period not exceeding three (3) months.

Travelers on business: ONE or MORE of the following items may be requested by the Embassy:

- Company letter guaranteeing financial and legal responsibilities for the traveler for the duration of stay (**three (3) months or less**) in Cameroon
- Letter of introduction from well identified business partner(s) in Cameroon, legalized by Immigration or Police Authorities
- Business contract between traveler(s) and partner(s) in Cameroon, undersigned by Administrative or Immigration Authorities
- An authorization, when required, issued by competent Authorities to practice a liberal profession or to promote farming, pastoral, industrial, commercial, artisanal, or other activities

Students: The following items may be requested by the Embassy:

- Letter from the student's American school acknowledging the student's trip to Cameroon
- Acceptation letter or admission certificate issued by school officials in Cameroon
- Bank statement or letter from the student or the student sponsor's bank confirming that sufficient resources are available to be used by the student during his/her stay in Cameroon

▪ **LONG STAY:** **THREE (3) MONTHS to SIX (6) MONTHS FOR ALL TRAVELERS UP TO ONE (1) YEAR FOR U.S. CITIZENS ONLY**

(1) Copy of document(s) from airline or travel agency confirming that a ticket is available or that a flight reservation has been made for the trip to Cameroon.

(2) For the following categories of travelers, documents needed are listed below:

Visitors: Justification of the purpose of the visit and evidence of the **means** and **conditions** of subsistence for the expected duration of stay in Cameroon. **ONE or MORE** of the following items may be requested by the Embassy:

- Legalized letter of invitation from the inviting party, or invitation to an event organized on the National territory; the **exact duration of stay above three (3) months (or six (6) months for the one-year visa)** should be explicitly mentioned in the letter
- Bank statement / proof of sufficient resources to be used during the stay in Cameroon
- Certificate of Accommodation **valid for a period exceeding three (3) months (or six (6) months for the one-year visa)** issued by the inviting party, and undersigned by territorially competent Immigration or Police Authorities
- Legalized acceptance letter for an internship program for interns, or Legalized confirmation letter for a volunteering opportunity in Cameroon for volunteers, for a period **exceeding three (3) months (or six (6) months for the one-year visa)** in both cases; the **exact duration of stay** should be explicitly mentioned on the acceptance or confirmation letters
- Proof of marital or parental relationship respectively for a spouse or a child of a Cameroonian citizen, or a U.S. citizen of Cameroonian origin (examples: copy of marriage license or birth certificate, copy of spouse or parent's passport or birth certificate, any combination of documents permitting to establish the relationship)

Note regarding U.S. citizens of Cameroonian origin:

U.S. citizens **born in Cameroon or of Cameroonian origin applying for a LONG STAY visa MUST COMPLY** with the requirements set out above for visitors requesting a LONG STAY visa.

Business Travelers: ONE or MORE of the following items may be requested by the Embassy:

- Company letter guaranteeing financial and legal responsibilities for the traveler for a **duration of stay in Cameroon exceeding three months (or six months for the one-year visa)**; the **exact duration of stay** should be explicitly mentioned on the company letter
- Warranty of repatriation
- Legalized letter of introduction from thoroughly identified business partner(s) in Cameroon, undersigned by Immigration or Police Authorities
- Business contract between traveler(s) and partner(s) in Cameroon, undersigned by Administrative or Immigration Authorities
- An employment contract duly legalized by the Minister of Labor and Social Security in Cameroon, for any person intending to engage in a salaried activity
- An authorization, when required, issued by competent Authorities to practice a liberal profession or to promote farming, pastoral, industrial, commercial, artisanal, or other activities

Students: The following items may be requested by the Embassy:

- Letter from the student's American school acknowledging the student's trip to Cameroon
- Acceptation letter or admission certificate issued by school officials in Cameroon
- Bank statement or letter from the student or the student sponsor's bank confirming that sufficient resources are available to be used by the student during his/her stay in Cameroon

▪ **TRANSIT: ONE (1) DAY to FIVE (5) DAYS**

Travelers transiting through Cameroon must provide the following:

- (1) Copy of document(s) from airline or travel agency confirming that a ticket for continuing the trip to the intended destination is available.
- (2) The visa from the country of destination must be obtained prior to submitting a Transit visa request at the Embassy of Cameroon in Washington, D.C.

▪ **COURTESY and DIPLOMATIC: UP TO SIX (6) MONTHS FOR OFFICIALS AND DIPLOMATS
UP TO ONE (1) YEAR FOR U.S. OFFICIALS WITH DIPLOMATIC AND OFFICIAL
PASSPORTS**

One or more of the following may be required:

- Diplomatic note / Note verbale
- Official request from Government, International or Governmental Organization
- Warrant for mission or mission order.

D. TABLE: TYPES OF VISAS AND FEES

The table below shows the types of visas issued by the Embassy of the Republic of Cameroon in Washington, D.C., and the associated fees:

VISA TYPE	FEES			VISA DURATION	REMARK
	Application Fee	Visa Fee	TOTAL		
Tourism	\$2.00	\$91.00	\$93.00	One (1) day to Thirty (30) days	For tourists
Short Stay	\$2.00	\$91.00	\$93.00	One (1) day to Three (3) months	For <u>visitors</u> including private visitors, business travelers, interns, students, volunteers
Long Stay	\$2.00	\$182.00	\$184.00	Three (3) months to Six (6) months	
	\$2.00	\$273.00	\$275.00	Up to One (1) year*	*Only for visitors who have U.S. citizenship
Transit	\$2.00	\$91.00	\$93.00	One (1) day to Five (5) days	For travelers transiting through Cameroon to another destination
Courtesy and Diplomatic	NO FEE			Up to Six (6) months for all officials Up to One (1) year for U.S. officials only	For diplomats, government officials and members of international organizations bearing Laissez-Passer, diplomatic or official passports