

1. Make sure you are using **Chrome for your internet browser**, we are finding others (Safari, Edge, etc. do not work)
2. Go to the Access 2 Tanzania website and review the instructions:
<https://access2tanzania.com/planning-tools/tanzanian-a-kenyan-visa-information/>
3. Click on the link to '*begin your E-Visa Application;*'
<https://eservices.immigration.go.tz/visa/>
4. Click on **New Application**, unless you have an application you want to continue, which means you have a username and a special question and answer registered.
 - a. Be sure and copy and paste your User ID into a document that you can refer to in case you are interrupted in some way and need to relog in.
 - b. There is an option to copy this ID, just to the right of the ID number.
5. **Nationality** is *American*, if you are born or reside in the USA. If it is something else, choose that one.
6. **Employment Status**: if you are retired, choose *unemployed*.
7. **Country of Issue**: It is likely the country you live in, unless you received your passport while in another country. (United States citizens would choose *United States of America*)
8. **Nearby embassy to handle your application**: If you are in the USA, you could choose *New York, New York or Washington, DC., USA. Choose the embassy closest to you.*
9. **Type of Visa Requested**: *Multiple Entry Visa (for USA), Single Entry (for other nationalities)*
10. **Purpose of your visit**: *Leisure and Holiday (For USA)*
11. **Destination**: *Tanzania Mainland*
12. **Port Type and Port of departure**: *Airports*
 - a. Port of entry and Port of departure:
 - Kilimanjaro International Airport (KIA) (Also known as JRO)
 - Julius Nyerere International Airport (JNIA) (Also known as DAR)
 - Mwanza International Airport (Also known as SER, MWZ, HTMW)
 - b. Port of departure:
 - Abeid Amani Karume International Airport (main airport in Zanzibar) (ZNZ, HTZA)
 - Namanga
 - Tunduma
13. **Stay duration (days)**: the system calculates the nights, but put in the days in the country
14. **Host**: *Company/ Organization Access 2 Tanzania*
15. **Full name**: *Michael Mussa*
16. **Mobile** +255 784 653 355 (if you paste in this number, the flag will change to the Tanzanian flag, must include the + sign).
Email: Michael@Access2Tanzania.com
Company Name: Access 2 Tanzania Ltd
Relationship: Tour Operator
Physical Address: PO Box 10955, Arusha

17. **Where are you going to stay?** *Hotel*
18. **Physical address:** Put in the name of the first lodge you stay at, find this on your Contract or your Final Summary.
19. **+Add resided country:** Put in here the other countries where you have lived and when.
 - a. If you need more countries, click on the *+Add resided country* and it will add another open spot.
20. **Are you traveling as part of a group or organization?** *Yes or No*, if Yes, you will need to put in the Group name.
21. **Are you being accompanied by any minors?** If yes you need to put in their name and birthdate.
 - a. If you need more spaces for minors, click on the *+Add minors*
22. **Applicant passport size photo:** Store an electronic version of your passport-size photo on your computer, as a jpeg/ png/ or jpg file with maximum size of 300KB. You will see a red lettered warning that it needs to be less than 300KB if it exceeds 300KB.
23. **Applicant passport bio data page:** Take a photo or scan a copy of the data page (first page) of your passport, it will have your photo, the expiration data and ID number of your passport on it). Save this to your computer as a jpeg/png or jpg file with maximum size of 300KB.
 - a. If you have difficulty uploading your photo or the passport data page, make sure your setting is set to All Files, so that you can find the photo you need. (PC users)



24. **Return Ticket:** This document needs to be saved as a pdf. It must be a 'confirmed' ticket, not **pending**, otherwise the consulate will not accept it. It must show your day of arrival and departure, which airports and your name.
25. **Declaration Statement:** Review the data, edit anything in error and then click the box that you read the statement and *Click Save and Continue*.
26. **Payments:** Enter your credit card information, if you receive a notice that your card needs to be verified, do not click Continue, until you have called the number and they tell you to click Continue.
 - a. When you call, the operator will likely need to ask some questions and then they will text you a code you will need to read back to her/him to verify you are the **correct person**.
27. Once you have submitted your information and payment you can check the status of your application, go to <https://eservices.immigration.go.tz/visa/>. Click on *Visa Status* and enter in your ID and security answer.
 - a. It should say that your visa status is in process.
 - b. Once the visa is ready you will be shown two documents:
 - i. Visa Application Notification
 - ii. Visa Grant Notice

When you do receive your notice of approved visa, please fill out the attached form and bring it with you upon arrival. It is redundant information but do fill it out and bring it with you. Have it ready to turn in at the landing airport.

If you are coming from any of the countries listed below, you will need a Referral Visa. Please review this page: <https://www.tanzaniavisas.com/visa-types/>

A referral visa is a different type of visa for Tanzania and is only required by specific countries (see list below). Foreign nationals from these countries need special clearance from the Commissioner of Immigration or the Commissioner General of Immigration prior to visa approval.

Foreign nationals who require a referral visa are advised to avoid booking flights or making any travel reservations prior to receiving their visa approval. It is also advisable to apply at least 2 months in advance.

- Afghanistan
- Azerbaijan
- Bangladesh
- Chad
- Djibouti
- Ethiopia
- Eritrea
- Equatorial Guinea
- Kazakhstan Republic
- Kyrgyzstan
- Lebanon
- Mali
- Mauritania
- Niger
- Palestine
- Senegal
- Somalia
- Sri Lanka
- Somali land
- Sierra Leone
- Tajikistan
- Turkmenistan
- Uzbekistan and
- Stateless persons or refugee status