



MINISTRY OF LABOUR AND HOME AFFAIRS

DEPARTMENT OF IMMIGRATION AND CITIZENSHIP

VISA APPLICATION AND PROCESSING

Visa applications may be submitted using the methods below;

- Online at: <https://evisa.gov.bw>
- At Botswana Embassies and High Commissions abroad.
- At the Head Office in Gaborone

For those experiencing challenges with visa applications, facilitation with VISA upon arrival will be made (A certified passport copy (bio page) should be submitted to the organising team, no need to submit Visa application form for this arrangement). This allows for issuance of visa authorization letters, which enable participants to board flights, and for smooth entry into the country.

NOTE: VISA APPLICATIONS SHOULD BE SUCCESSFULLY SUBMITTED 14 DAYS BEFORE DATE OF TRAVEL

What To Observe:

Participant Passport

- should be valid for at least **six (6) months** from the date of entry into Botswana
- should at least have **three (3) blank** pages before entry into Botswana

General Requirements For Visa Application

- a) Fully completed Visa application form 1 (Applicant),
- b) Applicant's certified copies of Passport pages - (showing validity, Photograph and history of movement (2 pages),
- c) Two recent coloured Passport size photos,
- d) Covering letter from Host(this is required for both individuals and organisations)

NB. Copies of documents should be certified by a Commissioner of Oath

Additional Requirements:

Business Visa

- a) Payments
 - P500 Single Entry – for a period up to 3 months,
 - P1000 multiple Entry- for a period up to 3 months,
 - P1500 multiple Entry – for a period of 6 months to 1 year,
 - Gratis- for Diplomatic/service /official passport holders.

BOTSWANA EMBASSIES & HIGH COMMISSIONS**AUSTRALIA****Botswana High Commission in Canberra, Australia****Address**

130 Denison Street
Deakin ACT 2600
P.O. Box 3812
Manuka, ACT 2603
Australia

Telephone(+61) 2 6234 7500**Fax:** (+61) 2 6282 4140**Email:** botaus-info@gov.bw**Office hours**

Monday-Friday: 09:00-13:00 and 14:00-17:00

MOZAMBIQUE**Botswana High Commission in Maputo, Mozambique****Address**

3812 Julius Nyerere
Sommersfield
Maputo
Mozambique

Telephone

(+258) 21 243 800
(+258) 21 494 918 / 19

Fax: (+258) 21 494 917**Email:** botmoz@gov.bw
infobotmoz@gov.bw**Social media****Facebook**

www.facebook.com/botswanahighcommissionmozambique/

Office hours:

Monday-Thursday: 08:00-12:45 and 14:00-16:30
Friday: 08:00-13:00

BELGIUM**Botswana Embassy in Brussels, Belgium****Address**

Avenue de Tervuren 169
Woluwe-Saint-Pierre
1150 Brussels

NAMIBIA**Botswana High Commission in Windhoek, Namibia****Address**

101 Nelson Mandela Avenue
P. O. Box 20359

<p>Belgium</p> <p>Telephone (+32) 2 735 20 70 (+32) 2 735 61 10 Fax: (+32) 2 735 63 18 Email: boteur@gov.bw Website: www.botswana-brussels.com</p> <p>Social media Facebook:www.facebook.com/Embassy-of-Botswana-to-the-European-Union-100299695202965 Twitter twitter.com/EmbassyBWtoBR</p> <p>Office hours: By appointment</p>	<p>Windhoek Namibia</p> <p>Telephone: (+264) (61) 221 941 / 2 / 7 Fax: (+264) (61) 236 034 Email botnam@gov.bw mmabutho@gov.bw</p> <p>Office hours Monday-Friday: 08:00-13:00 and 14:00-16:30</p>
<p>BRAZIL Botswana Embassy in Brasilia, Brazil</p> <p>Address SHIS QI 9, Conjunto 16, Casa 3 Lago Sul Brasília CEP: 71.625-160 Brazil</p> <p>Telephone: (+55) 61 3120-1250 / 1251 Fax: (+55) 61 3120-1271 Email info@botbraz.org.br botbraz@gov.bw Website: www.botswanaembassy.org.br</p>	<p>NIGERIA Botswana High Commission in Abuja, Nigeria</p> <p>Address Plot 1241, Oguta Lake Street Off River Benue Street Maitama Extension Abuja Nigeria</p> <p>Telephone: (+234) 97 822 818 / 782 Fax: (+234) 7034 103 830 Email botnig@yahoo.com botnig@gov.bw</p>

<p>Office hours Monday-Friday: 09:00-13:00 and 14:00-17:00</p>	<p>Office hours: Monday-Friday: 08:30-13:00 and 14:00-16:30</p>
<p>CHINA Botswana Embassy in Beijing, China</p> <p>Address No. 1, Dong San Jie, San Li Tun Chao Yang District Beijing China</p> <p>Telephone: (+86) (10) 6532 6898 Fax: (+86) (10) 6532 6896 Email: botchin@gov.bw</p> <p>Office hours: By appointment</p>	<p>South Africa, Johannesburg Botswana Consulate in Johannesburg</p> <p>Address 66 Jorrisen Strret, Braamfontein Ground Floor, Jorrisen Place P.O. Box 32051 2017 Johannesburg South Africa Phone: +27-11-403-3748 Fax: +27-11-403-1384</p>
<p>ETHOPIA Botswana Embassy in Addis Ababa, Ethiopia</p> <p>Address Nifas Silk Lafto Sub city, K-04, House No 1230 P.O. Box 22282 Code 1000 Addis Ababa Ethiopia</p> <p>Telephone: (+251) 113 71 54 22 / 3 Fax: (+251) 113 71 40 99 Email: botetho@gov.bw</p> <p>Office hours Monday-Friday: 08:30-12:30 14:00-17:00</p>	<p>South Africa, Pretoria Botswana High Commission in Pretoria, South Africa</p> <p>Address 24 Amos Street Colbyn 0083 P O Box 57035 Arcadia, 0007 Pretoria South Africa</p> <p>Telephone: (+27) 12 430 9640 Fax: (+27) 12 342 1845 Social media</p>

	<p>Facebook: www.facebook.com/Botswana-High-Commission-408105482573928 Twitter twitter.com/BOTSAPretoria</p> <p>Office hours: By appointment</p>
<p>FRANCE Botswana Embassy in Paris, France</p> <p>Address 121 Avenue de Malakoff 16ème arrondissement Paris France</p> <p>Telephone: (+33) 6 20 78 70 07 Email: botfra@gov.bw</p> <p>Office hours: By appointment</p>	<p>Stockholm, Sweden Botswana Embassy in Stockholm, Sweden</p> <p>Address Tyrgatan 11 Box 26024 100 41 Stockholm Sweden</p> <p>Telephone:(+46) 8 545 258 80 Fax: (+46) 8 723 00 87 Email: botstock@gov.bw</p> <p>Office hours: Monday-Friday: 09:00-13:00 and 14:00-17:00</p>
<p>GERMANY Botswana Embassy in Berlin, Germany</p> <p>Address Lennestrasse 5 10785 Berlin Germany</p> <p>Telephone: (+49) 30 8871 950 10 Fax: (+49) 30 8871 950 12</p>	<p>UNITED KINDOM Botswana High Commission in London, United Kingdom</p> <p>Address 6 Stratford Place London W1C 1AY United Kingdom</p> <p>Telephone</p>

<p>Email info@embassyofbotswana.de botgerm@gov.bw Website: embassyofbotswana.de</p> <p>Office hours: Monday - Friday: 09:00-17:00</p>	<p>(+44) 20 7499 0031 / 020 (+44) 20 7647 1000 Fax (+44) 20 7495 8595 (+44) 20 7409 7382 Email bohico@gov.bw bohico@govbw.com</p> <p>Office hours: Monday-Friday: 09:00-17:00</p>
<p>INDIA Botswana High Commission in New Delhi, India</p> <p>Address C-9/3, Vasant Vihar New Delhi 110057 India</p> <p>Telephone: (+91) 11 4653 7000 Fax: (+91) 11 4603 6191 Email: botind@gov.bw Website: www.botswanahighcom.in</p> <p>Office hours: Monday-Friday: 09:00-13:00 and 14:00-17:00</p>	<p>Washington, D.C., United States Botswana Embassy in Washington, D.C., United States</p> <p>Address 1531-1533 New Hampshire Avenue, NW Washington, D.C. 20036 United States</p> <p>Telephone: (+1) 202-244-4990 Fax: (+1) 202-244-4164 Email: info@botswanaembassy.org Website: www.botswanaembassy.org</p> <p>Office hours: By appointment</p>
<p>JAPAN Botswana Embassy in Tokyo, Japan</p> <p>Address Kearny Place Shiba, 6th Floor 4-5-10, Shiba, Minato-ku</p>	<p>ZAMBIA Botswana High Commission in Lusaka, Zambia</p> <p>Address 5201 Pandit Nehru Road Diplomatic Triangle</p>

<p>Tokyo 108-0014 Japan</p> <p>Telephone: (+81) 3-5440-5676 Fax: (+81) 3-5765 7581 Email: info@botswanaembassy.or.jp Website: www.botswanaembassy.or.jp Office hours: Monday-Friday: 09:00-13:00 and 14:00-17:00</p>	<p>P.O. Box 31910 Lusaka Zambia</p> <p>Telephone (+260) 211 250 555 (+260) 211 250 804 Fax: (+260) 211 253 895</p> <p>Office hours: By appointment</p>
<p>KENYA Botswana High Commission in Nairobi, Kenya</p> <p>Address Bock No. 91/238 Gigiri Drive Gigiri 00606 Sarit Centre P.O. Box 754 Nairobi Kenya</p> <p>Telephone: (+254) 20 712 3412 - 4 Fax: (+254) 20 712 3418 Email: botken@gov.bw botkenya47@gmail.com Office hours: Monday-Friday: 08:30-13:00 and 14:00-17:00</p>	<p>ZIMBABWE Botswana Embassy in Harare, Zimbabwe</p> <p>Address 22 Phillips Avenue, Belgravia P.O. Box 563 Harare Zimbabwe</p> <p>Telephone (+263) (242) 794 645 / 7 / 8 or (+263) (242) 745 179 Fax (+263) (242) 793 030 (+263) (242) 793 416 Email: botzim@gov.bw Website: www.botswanaembassy.co.zw Office hours: Monday-Friday: 08:00-12:45 and 14:00-16:30</p>

<p>KUWAIT Botswana Embassy in Kuwait City, Kuwait Address Block 3, Street 319, House 3 Mubarak Al Abdulla Al-Jaber Area West Mishref P.O. Box 26145 Kuwait City 13122 Kuwait</p> <p>Telephone (+965) 2539 3529 (+965) 2538 3619</p> <p>Fax: (+965) 2539 3529</p> <p>Email: admin@botswanagulf.com</p> <p>Website: www.botswanagulf.com</p> <p>Social media Facebook www.facebook.com/botswanagulf</p> <p>Office hours: Sunday-Thursday: 08:30-16:00</p>	
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BOTSWANA PORTS OF ENTRY

The following ports of entry/Exit are operational from Sunday to Saturday:

NO.	PORT OF ENTRY	OPERATING HOURS	IMMIGRATION CONTACT DETAILS
AIRPORTS			
1	Sir Seretse Khama International Airport	0600-2200hours	+267 3914177
2.	Phillip Matante Airport	0600-2200hours	+267 2414251
3.	Maun Airport	0600-2200hours	+267 6863328

			+267 6861549
4.	Kasane Airport	0600-1830hours	+267 6250178
BOTSWANA/SOUTH AFRICA BORDERS			
1.	Ramatlabama Border Post	0600-2200hours	+267 5486277/259
2.	Pioneer Border Post	0600-0000hours	+267 5330225/+267 5301161
3.	Tlokweng Border Post	0600-0000hours	+267 3105409
4.	Martin's Drift Border Post	0600-2200hours	+267 4940254
5.	Ramotswa Border Post	0700-1900hours	+267 5390256
6.	Zanzibar Border Post	0800-1600hours	+267 2630220
7.	Point drift Border Post	0730-1630hours	+267 72625733
8.	Sikwane Border Post	0600-1900hours	+267 5778209
9.	Phitshane Molopo Border Post	0700-1800hours	+267 5487204
10.	Parshalt Border Post	0600-1800hours	+267 4930047
11.	McCarthy Rest Border Post	0800-1600hours	+267 5430513
12.	Bray Border Post	0700-1630hours	+267 6530130
13.	Makopong Border Post	0730-1630hours	+267 6544032
14.	Middlepits Border Post	0800-1600hours	+267 651198
15.	Two Rivers Border Post	0700-1600hours	+267 6530228

16.	Bokspits Border Post	0800-1600hours	+267 6511049
BOTSWANA/ZIMBABWE			
17.	Ramokgwebana Border Post	0600-2200hours	+267 2470184 +267 2470185 +267 2470187/ +267 2470188
18.	Kazungula Road Border	0600-2000hours	+267 6251617
19.	Maitengwe Border Post	0600-1800hours	+267 2986269
20.	Matsiloje Border Post	0600-1800hours	+267 2483205
21.	Pandamatenga Border Post	0800-1700hours	+267 6232029
BOTSWANA/NAMIBIA			
22.	Mohembo Border Post	0600-1800hours	+267 6875504
23.	Ngoma Boorder Post	0700-1800hours	+267 6200000
24.	Mamuno Border	0700-0000hours	+267 6592014 +267 6592123
BOTSWANA/ZAMBIA			
25.	Kazungula Bridge Border Post	0600-2200hours	+267 6240409

COUNTRIES WHICH DO NOT REQUIRE VISA FOR BOTSWANA

<u>NO:</u>	<u>COUNTRY</u>	<u>NO:</u>	<u>COUNTRY</u>	<u>NO</u>	<u>COUNTRY</u>	<u>NO:</u>	<u>COUNTRY</u>	<u>NO:</u>	<u>COUNTRY</u>
1.	Angola	27.	Gambia	53.	Mauritius	79.	Sierra Leone	105	Zimbabwe
2.	Antigua & Barbuda	28.	Germany	54.	Mexico	80.	Singapore		
3.	Argentina	29.	Greece	55.	Monaco	81.	Slovak Republic		
4.	Australia	30.	Grenada	56.	Mozambique	82.	Slovenia		
5.	Austria	31.	Guyana	57.	Namibia	83.	Solomon Islands		
6.	Bahamas	32.	Holy Sea	58.	Nauru	84.	South Africa		
7.	Bahrain	33.	Hong Kong	59.	Netherlands	85.	South Korea		
8.	Barbados	34.	Hungary	60.	New Zealand	86.	South Sudan		
9.	Belgium	35.	Iceland	61.	Norway	87.	Spain		
10.	Belize	36.	Ireland	62.	Oman	88.	Swaziland		
11.	Brazil	37.	Israel	63.	Papua New Guinea	89.	Sweden		
12.	Brunei Darussalam	38.	Italy	64.	Paraguay	90.	Switzerland		
13.	Bulgaria	39.	Jamaica	65.	Peru	91.	Tanzania		
14.	Canada	40.	Japan	66.	Poland	92.	Tonga		
15.	Cuba	41.	Kenya	67.	Portugal	93.	Trinidad & Tobago		
16.	Chile	42.	Kiribati	68.	Qatar	94.	Turkey		
17.	Costa Rica	43.	Kuwait	69.	Republic of Ireland	95.	Tuvalu		
16.	Croatia	44.	Latvia	70.	Romania	96.	Uganda		

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| 19. Cyprus | 45. Lesotho | 71. Russia | 97. United Arab Emirates |
| 20. Czech Republic | 46. Liechtenstein | 72. StKitts & Nevis | 98. United Kingdom |
| 21. Denmark | 47. Lithuania | 73. Saint Lucia | 99. United States America |
| 22. Dominica | 48. Luxemburg | 74. St Vincent & Grenadines | 100 Uruguay |
| 23. Dominican Republic | 49. Malawi | 75. Samoa | 101 Vanuatu |
| 24. Estonia | 50. Malaysia | 76. San Marico | 102 Venezuela |
| 25. Finland | 51. Maldives | 77. Saudi Arabia | 103 Yugoslavia |
| 26. France | 52. Malta | 78. Seychelles | 104 Zambia |

COUNTRIES WHICH REQUIRE A VISA FOR BOTSWANA

<u>NO</u>	<u>COUNTRY</u>	<u>NO</u>	<u>COUNTRY</u>	<u>NO</u>	<u>COUNTRY</u>	<u>NO</u>	<u>COUNTRY</u>
1.	Afghanistan	26.	Ecuador	51.	Macedonia	76.	Taiwan
2.	Albania	27.	Egypt	52.	Mali	77.	Tajikistan
3.	Algeria	28.	El Salvador	53.	Madagascar	78.	Thailand
4.	Andorra	29.	Equatorial Guinea	54.	Marshall Islands	79.	Togo
5.	Armenia	30.	Eritrea	55.	Mauritania	80.	Tunisia
6.	Azerbaijan	31.	Ethiopia	56.	Micronesia	81.	Turkmenistan
7.	Belarus	32.	Fiji Island	57.	Moldova	82.	Ukraine
8.	Benin	33.	Gabon	58.	Mongolia	83.	Uzbekistan
9.	Bhutan	34.	Georgia	59.	Morocco	84.	Vietnam
10.	Bolivia	35.	Guatemala	60.	Myanmar (Burma)	85.	Yemen
11.	Bosnia & Herzegovina	36.	Guinea	61.	Nepal		
12.	Burkina Faso	37.	Guinea Bissau	62.	Nicaragua		
13.	Burundi	38.	Haiti	63.	Niger		
14.	Cambodia	39.	Honduras	64.	Pakistan		
15.	Cameroon	40.	Indonesia	65.	Palau		
16.	Cape Verde	41.	Iran	66.	Panama		
17.	Central African Republic	42.	Iraq	67.	Philippines		
18.	Chad	43.	Jordan	68.	Rwanda		
19.	China	44.	Kazakhstan	69.	Sao Tome & Principe		
20.	Colombia	45.	Korea DPR	70.	Serbia		
21.	Comoros	46.	Kyrgyzstan (Kirghizia)	71.	Senegal		

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| 22. Costa Rica | 47. Laos DPR | 72. Somalia |
| 23. DR Congo | 48. Lebanon | 73. Sudan |
| 24. Cote D'ivoire/ Ivory Coast | 49. Liberia | 74. Suriname |
| 25. Djibouti | 50. Libya | 75. Syria |

COMMONWEALTH COUNTRIES WHICH REQUIRE VISA FOR BOTSWANA

1. Bangladesh
2. Ghana
3. India
4. Nigeria
5. Pakistan
6. Sri Lanka