

INSTRUCTIONS FOR FAMILY MEMBERS IN THE U.S.

Upon receiving the visa approval from your sponsor in Saudi Arabia, call the Saudi embassy in Washington and ask for an original application form. You must send a prepaid return envelope.

Fill out application in full, return to the Saudi Embassy in Washington, DC and include:

- 1) The paper with the case file reference number (in Arabic)
- 2) Passport
- 3) Two passport photos
- 4) A money order or cashier's check for the amount of the current visa fee (verify the amount with the Saudi Arabian Embassy)
- 5) A prepaid return envelope

Please call the embassy before mailing passport. “State that the visa approval has been forwarded to them by the Saudi Military Attaché Office in their area.”

The point of contact at the Saudi Embassy in Washington, DC is Mrs. Majda - 202-944-3145.

Address: (verify before mailing)
The Royal Embassy of Saudi Arabia
Consular Section
601 New Hampshire Avenue, N.W.
Washington, DC 20037

Please note:

The visa approval given to the sponsor by Mission Relations is only a copy. MODA sends the original to the Saudi Military Attache wherever the sponsor requests. The Saudi Embassy will not process the passport until they receive the original visa from the Saudi Military Attache. It usually takes 10 days to 2 weeks for them to receive it from here. Then, the passport is processed in approximately 5 business days from the day it is received by the Saudi Arabian Embassy.