



## Employment E-Visa Help Sheet

An application must be submitted for every member of the family.  
Please be advised the webpage works best in Google Chrome.  
Only use the 'Previous' and 'Next' buttons to navigate through the application.

### STEP 1: PERSONAL DETAILS

Complete all of your personal details here including your full name and current address.  
NB – Do not put a space in the post code

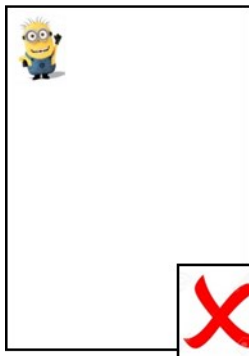
### STEP 2: PASSPORT DETAILS

Complete all of your passport details. You must have 6 months validity left on your passport. If you do not have 6 months left please contact us.

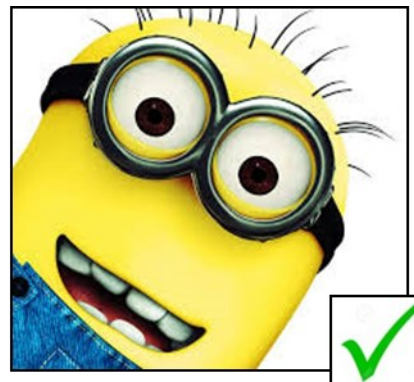
Upload a jpeg format photo that clearly shows your face. We do not accept: images surrounded by blank space; group photos or images from passport scans with holograms visible.

NB - Do not include hash (#) in the file name.

Photos we don't like to receive:



Photos we do like to receive:



## STEP 3: VISA DETAILS

Visa type

Please select the name of your employer

### Conditions of Entry

This is only available for persons coming to Ascension to work on local employment contracts with one of the organisations listed above. It allows an employee and their qualifying dependants, once on Island, to obtain an Employment or Accompanying Dependant Stamp from the Administrators' Office and multiple entry stay linked to their end date of their contract.

Employer contact name

Employer contact position

Employer phone number

Employer email address

What is your occupation?

What is your employment status?

### Accompanied status

Employees contract provides for him/her to be accompanied by one or more dependants.

### Single status

Employee's contract does not include provision for dependants.

Please upload a copy of your offer of employment / employment contract

Please do not send full contract. We only require evidence of employment.

Is your employer paying passage fees to and from Ascension?  Yes  No

Is your employer providing medical insurance including medical evacuation?  Yes  No

Expected arrival date    ?

If you are applying for a visa after a contract renewal enter start date of new contract .

Arriving by

Flight  ?

If you are applying for a visa after a contract renewal enter 'all ready here'

Expected departure date    ?

Enter end date of contract

Departing by

Do you have accommodation arrangements?

Yes  No

Local Address Ln 1

TBC

Local Address Ln 2

Ascension Island

Local Town/City

ASCN1ZZ

← Enter address where you will be living on the Island. If unknown enter TBC.

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## STEP 4: DECLARATIONS

Complete the declarations.

It is an offence under the Entry Control (Immigration) Ordinance to make a statement which you know to be false, or not believe to be true, in order to obtain an Ascension Island e-visa.

- I understand that if I have employed deception in this application or not disclosed relevant information any visa issued to me could be revoked

Do you have medical insurance cover to provide for your own (and your dependants!) health and welfare, to include any pre-existing conditions and medical evacuation via air? 

Yes  No

If you have already arranged medical insurance please provide details below (Name of Company, Policy Number, Phone number for claims, Period of validity)

Ascension biscuit corporation policy

← Enter employing organisations policy you are covered on

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## STEP 5: REVIEW


Take the chance to review all the information you have provided and make sure it is correct and then select your preferred payment method. Payment can be completed by either SagePay or Bank Transfer.

I declare:

- That the information given on this form whether input by myself, input on my behalf by a third party or automatically pre-populated is complete and correct to the best of my knowledge and belief.
- The documents supplied with this application are genuine and the statements I have made with this application are truthful.
- I have read and understood the terms of application as listed on the FAQ page.
- That, I understand and agree with the above declarations and hereby apply for a visa/entry clearance to **Ascension Island**.

COST OF VISA

£20

Fast track your application 

Preferred payment is via **SagePay**.

All payments to be made within 48 hours, please note your visa application will not be processed without the correct payment.

Please ensure relevant payment reference is included on the next screen.

SagePay  Bank Transfer

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## STEP 6: PAYMENT INFORMATION

SagePay will require a payment before completing the application.

← → ↻ Sage Pay Europe Ltd [GB] | https://live.sagepay.com/gateway/service/carddetails

### Your card details

Name	Janette Julie Monk
Card	1234 5678 9876 5432
Expiry	12 / 19
CVC	123

[Confirm card details >](#)

[← Cancel](#)

Bank transfer will allow you to pay at your own convenience. The application process will be completed but we will not process the application until we receive receipt of the funds in our account.

COST OF VISA  
**£20.00**

Payment should be made **in advance** by BACS transfer to our Lloyds Bank UK Ascension Island Government, Sort Code 30-00-09, Account Number 02293999;  
or through the Bank of St. Helena Ascension Branch, to Ascension Island Government, Account number 62000012.  
For international Banking, BIC-LOYD GB21013 IBAN-GB12 LOYD 300009 02293999.  
When making payment please include your full name and 'AIG Visa payment'.

## STEP 6: PAYMENT INFORMATION

Name

Janette Julie Monk

Bank Name

Bank of St Helena (BoSH)

Bank Transfer Reference

Janette Julie Monk - E-visa Application

Date Of Payment

1 August 2018

← Today's date (not past date)

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If you require any further guidance on completing this form please contact: [e-visa.aig@ascension.gov.ac](mailto:e-visa.aig@ascension.gov.ac)