International Visitors

1 Book L1 hotel/s & pay for PCR, Insurance and L1 Hotel costs via,

'Safe & Secure certified L1 Hotel

Safe & Secure certified Travel Agent

2 Receive Hotel Confirmation number (from Level 1 first Hotel) to apply for Visa

Apply for Visa on ETA

Pending visa Receives ETA reference

3 Submit the ETA reference to the booking agent, i.e. either to the respective L1 hotel or the travel agent

4 Immediately submit to SLTDA for visa recommendation

Form A

(carry information about visitors/L1 hotel details/ETA ref/PCR & Insurance payment confirmations & to be submitted by either the hotel or the travel agent as appropriate)

5 Email SLTDA within 14 days

Payment Confirmation

(confirmation email to be sent to SLTDA Finance department on the transfer of collected PCR/Insurance costs)

6 Submit to SLTDA 36 hours before visitor's arrival for airport clearance

Form B

(carry information about flight details/driver details/vehicle numbers/etc)

7 Email Request sent to SLTDA 3 days prior to visitor's arrival

Sri Lanka Tourism Confirmation Letter

(Email to be sent to SLTDA, requesting letter confirming the travel of Dual Citizens/Residential Visa holders/ Sri Lankan Passport Holders accompanying Foreign Passport Holders (to be produced at departure Airport if Airlines request))

"Respective Safe & Secure certified, L1 Hotels and Travel agents to ensure the timely submission of the details and documents from '4 to 7' to ensure the visitor approvals and their stay are managed effectively and hassle free"

updated 21st February 2021

IMPORTANT NOTICE

HOTELS & TRAVEL AGENTS