



<b>Is a visa required?</b>	Yes
<b>Recommended processing time:</b>	The authorities recommend that nationals of the countries named above <b>allow 2-4 weeks</b> in total to obtain a visa, consisting of 10 working days to receive a Visa Authorisation Number plus additional time for stamping of the visa (depending upon whether the applicant resides close to an Iranian Embassy and can visit in person, or needs to mail their passport).
<b>Passport requirements:</b>	Valid for 6 months beyond the expected date of departure from Iran Must contain at least two blank pages facing each other
<b>Step 1: Application for Visa Authorisation Number:</b>	<p><b>Delegates should email the following to <a href="mailto:chitching@centreforaviation.com">chitching@centreforaviation.com</a>:</b></p> <ul style="list-style-type: none"> <li>• high quality scan of the personal details page of their passport</li> <li>• position in the company</li> <li>• email address</li> <li>• father's full name</li> <li>• expected date of arrival in Iran</li> <li>• expected duration of stay in Iran</li> <li>• any plans to extend the stay in Tehran for longer than the duration of the Summit, and if so, the purpose of the extension e.g. business meetings, tourism, visiting family/friends</li> <li>• any plans to visit places in Iran outside of Tehran, and if so, which places and the purpose of visiting them</li> <li>• details of any previous visits to Iran</li> <li>• location where they plan to have the visa stamped in their passport – this can be any Iranian Embassy or Consulate General in the world. For a listing of Embassies/Consulates <a href="#">click here</a>. The location cannot be changed after the application has been submitted.</li> </ul> <p>We will submit these details to the Iranian Ministry of Foreign Affairs in Tehran for processing. <b>Please note that the decision to authorise a visa is at the discretion of the Ministry and we cannot guarantee the outcome.</b></p> <p>Upon approval, delegates will be emailed their Visa Authorisation Number which they must quote in Step 2: Stamping of Visa in Passport.</p> <p><b>Estimated time to issue Visa Authorisation Number: 10 working days</b></p>
<b>Step 2: Stamping of Visa in Passport (prior to arrival in Iran)</b>	<p>Delegates must take or send their passport to an Iranian Embassy or Consulate General anywhere in the world to have the visa stamped in their passport against the Visa Authorisation Number (Step 1). For a listing of Embassies/Consulates <a href="#">click here</a>. The location must be specified at the time of application.</p> <p>Applicants will be required to complete an application form, submit a passport photo(s), and quote their Visa Authorisation Number (Step 1). <b>The process and requirements for Step 2 vary by location and the applicant is responsible for verifying these details by contacting the relevant Iranian diplomatic mission directly.</b></p> <p><b>Delegates should contact the Iranian diplomatic mission to ascertain the estimated time to stamp the visa. This is likely to range from 1 day if the delegate visits in person, to 2 weeks if delegates send in their passport, depending on the courier service selected.</b></p>
<b>Fee for stamping Visa</b>	A fee for stamping the visa is payable directly to the relevant Iranian diplomatic mission. This fee varies by the nationality of the applicant and by the location of the Embassy/Consulate General. For UK nationals it is approximately EUR250, for most other nationals above it is EUR60-100. However, these fees are subject to change and applicants should contact the relevant Embassy/Consulate General to confirm the fee.
<b>Travel insurance</b>	It is mandatory for foreign visitors to Iran to have travel insurance. You may be asked to show a copy of your policy, including proof that it is valid in Iran. To avoid any doubt or debate, most delegates will probably find it easier to simply purchase the Iranian travel insurance policy from the desk in the immigration hall. The premium for a stay of up to 30 days is approximately EUR14/USD20. The insurance must be purchased (with payment by cash) prior to proceeding to the visa or immigration counter.