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## PROCEDURES FOR PAPUA NEW GUINEA SINGLE-ENTRY TOURIST VISAS Applicable to all tourist visitors from High Risk Countries

### INFORMATION FOR PNGDA MEMBERS

➔ Your booking agent must advise how many operations have been booked before you can determine whether to use option A or B ←

**A – Where the reservation is for only one (1) resort or live-aboard (ie. only your company)** you will need to provide your booking agent with a LETTER OF SUPPORT.

1. The booking agent must provide you:
  - i. Full names of all guests (as it appears in passport)
  - ii. Passport numbers and nationality of all guests
  - iii. Full details of Arrival and Departure from Papua New Guinea, including the dates at the resort or live-aboard boat
  - iv. Full name, address and business registration number of booking agent
2. Using the sample letters provided, send to your booking agent a letter of support addressed to the nearest foreign mission or Australian Embassy. The Booking Agent must submit this letter to the office indicated.
3. Using the sample letters provided, send a similar letter of support to the PNG Immigration Department.

**B - Where the reservation is for more than one (1) resort or live-aboard boat (ie. more than one company)**, PNGDA will provide a LETTER OF SUPPORT as follows:

1. You or your booking agent must provide to PNGDA:
  - i. Full names of all guests (as it appears in passport)
  - ii. Passport numbers and nationality of all guests
  - iii. Full details of Arrival and Departure from Papua New Guinea including the dates at each resort and/or live-aboard boat
  - iv. Full name, address and business registration number of booking agent
2. PNGDA will provide you and your booking agent a letter of support addressed to the foreign mission or Australian Embassy. The booking agent must submit this letter to the office indicated.
3. PNGDA will also submit a letter of support to the PNG Immigration Department.

***Please allow a minimum six (6) weeks for this process. To avoid confusion and possible delays it is strongly recommended these procedures are followed.***