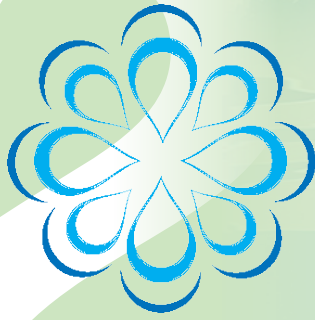


Welcome to Bosnia and Herzegovina!
Welcome to Sarajevo Halal Fair (SHF) 2019



**SARAJEVO
HALAL FAIR
2019**



How to obtain a visa

for Bosnia and Herzegovina to attend Sarajevo Halal Fair 2019



- 1** Register for SHF 2019 by completing the online registration form at <https://www.sarajevohalalfair.com>
- 2** Send a clear and readable scanned copy of the first two pages of your passport to registrations@sarajevohalalfair.com by **August 31st 2019**
- 3** **Wait for the SHF Registration Team** to complete the procedure to issue a certified invitation letter from an authorized government institution
- 4** Once you receive the certified invitation letter from the SHF Registration Team, **contact your local Embassy of Bosnia and Herzegovina and apply for a visa**

Visas for entry into Bosnia and Herzegovina are issued by the Embassy of Bosnia and Herzegovina in your country. In order to obtain a visa, you need to submit a certified invitation letter together with your passport and other required documents to the relevant Embassy of Bosnia and Herzegovina.

The Sarajevo Halal Fair (SHF) Registration Team will assist registered participants of SHF 2019 in obtaining certified invitation letters so that they can apply for a visa and attend SHF. Please note that this process may take up to one month. Therefore, we recommend to initiate this procedure well in advance – at latest by August 31st 2019!

1. REQUEST SUPPORT FROM THE SHF REGISTRATION TEAM TO RECEIVE A CERTIFIED INVITATION LETTER

To receive a certified invitation letter with the support of the SHF Registration Team, you need to complete two simple steps:

STEP 1: Register online for SHF 2019

First you must **register for SHF 2019** by completing the online registration form. This is available at <http://www.sarajevohalalfair.com>. It is critical that you completely and accurately fill out all required information, most importantly:

- Full name (first and last) and name of one parent
- Position in company / institution
- Company / institution name
- Company / institution address
- Highest level of education obtained (degree title)
- Which B&H Embassy your visa request will be submitted to (in which country)

IF YOU DO NOT REGISTER CORRECTLY AND COMPLETE ALL REQUIRED FIELDS, THE SHF REGISTRATION TEAM WILL NOT BE ABLE TO INITIATE A PROCESS FOR ISSUING A CERTIFIED INVITATION LETTER.

STEP 2: Send us a scanned copy of your passport

Once you complete the online registration process for SHF 2019, you will receive an e-mail asking you to send scanned copies of the first two pages of your passport to the SHF Registration Team. Please **send a clear and readable scanned copy of the first two pages of your passport to registrations@sarajevohalalfair.com**

Our colleagues will confirm the receipt of your scanned passport. If you do not receive the confirmation within 2 business days, please send the scanned copy of your passport to admir.meskovic@bbi.ba

In case the first two pages of your passport do not include your passport expiration date, please include a scanned copy of the passport page with the expiry date.

IF YOU DO NOT SEND A SCANNED COPY OF YOUR PASSPORT AS REQUESTED ABOVE, THE SHF REGISTRATION TEAM WILL NOT BE ABLE TO ISSUE A CERTIFIED INVITATION LETTER.

After you have provided us with the required information and a scanned copy of your passport, please wait for the SHF Registration Team to complete the procedure to issue a certified invitation letter from the authorized government institution. The procedure of issuing a certified invitation letter may take up to one month, so please make sure to complete your registration details on our website and send us your passport copies well in advance.

AUGUST 31ST 2019 IS THE FINAL DEADLINE FOR COMPLETING THE ABOVE DESCRIBED STEPS AND SUBMITTING A REQUEST FOR ISSUING A CERTIFIED INVITATION LETTER FOR SHF 2019.

2. SUBMIT YOUR APPLICATION TO THE RELEVANT EMBASSY OF BOSNIA AND HERZEGOVINA TO RECEIVE YOUR ENTRY VISA

The SHF Registration Team will send a scanned copy of the certified invitation letter to the email address you provided during the registration process as soon as it is approved by the authorized government institution.

Once you receive the certified invitation letter, the next step is to **contact** the Embassy of Bosnia and Herzegovina that you have listed during the registration process **and apply for a visa** to be issued.

Please adhere to Embassy procedures and rules for issuing visas (https://www.mvp.gov.ba/konzularne_informacije/vize/Default.aspx). However, we stress that following Embassy procedures is not a guarantee that a visa will be approved or issued.

NOTES:

- Nationals of countries which are required to have a visa when visiting Bosnia and Herzegovina can enter Bosnia and Herzegovina without a visa if they already have a valid multiple-entry visa or a residence permit issued by any of the Schengen Countries, members of the European Union or the United States of America. The length of stay in Bosnia and Herzegovina under these conditions is limited to 30 days.
- It is not possible to obtain a visa for Bosnia and Herzegovina upon arrival to the airport or any other border crossing into the country.

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