



Operated by RCTC Corporation

1000 Finch Ave West, Suite 900  
Toronto, ON, M3J 2V5  
Ph: 1-866-334-0811  
Fax: 416-352-1794

**1. Please provide your contact information:**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_ Email: \_\_\_\_\_

**2. Returning documents**

- FedEx Priority Overnight (\$25 to Canada; \$35 to continental US)
- Use my pre-paid courier. Self-address waybill & envelope are attached (FedEx, DHL, Purolator & UPS only)
- I will pick up my passport from your office

Name : \_\_\_\_\_ Street address : \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_ Suite : \_\_\_\_\_

City : \_\_\_\_\_

Prov/State : \_\_ Postal Code/Zip: \_\_\_\_\_

**3. Payment**

Service cost \$ \_\_\_\_\_ + 5% GST \$ \_\_\_\_\_ + Courier \$ \_\_\_\_\_ = TOTAL \$ \_\_\_\_\_

**Method of Payment :**

- I enclose a certified cheque / money order made out to "RCTC Corporation"
- Charge my credit card (Charges on your statement will appear as "RCTC Corporation")

**I authorize RCTC Corp to charge my card the above TOTAL amount.**

\_\_\_\_\_ signature here

- Visa
- MasterCard
- AMEX

Card Number:

Exp. Date (mm/yy):

\_\_\_\_\_

\_\_ / \_\_\_\_

CCard Billing Address: \_\_\_\_\_

street address

Cardholder Signature:

\_\_\_\_\_ city state/province zip/postal code

\_\_\_\_\_

**4. Terms and Conditions:**

By using the services of RCTC Corp., I authorize the company to handle my personal information and my passport and to hand over such passport and information to a foreign diplomatic mission in Canada or the USA for the purpose of acquiring a visa. By using the services of RCTC Corp I am accepting in whole the following terms and conditions and limitations: RCTC Corp. cannot and does not guarantee a visa will be issued by a diplomatic office, as this is the sole prerogative of the foreign government. RCTC Corp. is not responsible for the safety or security of your passport once the passport has entered the diplomatic grounds or passed into the control of the courier. RCTC Corp. is not liable for any stolen or lost passport, and has no liability for late delivery of passports and visas, and RCTC Corp. does not bear any financial, legal or other obligations whatsoever for client ticket or other purchases, down payments, bookings or any kind of travel or other arrangements that were done prior to the issuance of visa or that may be affected by processing times or denial of visa. Likewise, RCTC Corp. does not bear any financial (or otherwise) responsibility from issues arising from errors and improper issuance of visas by the consulates; for losses resulting from, and does not compensate for travel expenses arising from any of the above. RCTC Corp. will charge \$50.00 per passport for cancelled visa applications. **I understand and fully accept the abovementioned.**

Name \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Major credit cards accepted



## **CHECK-LIST (Ethiopia Visa)**

- a valid passport (Valid at least for 6 months from departure date & with min. 3 empty pages).
- one filled out and signed **application forms**.
- one recent passport size photo against white background with neutral face expression.
  
- copy of the document confirming your current resident status in Canada (PR Card, Landed Document, Work Permit) **if you are not Canadian citizen**.
  
- a prepaid **FedEx/UPS/DHL/Purolator** envelope if you need your passport couriered back to you. Alternatively, add \$25 to the total price for courier delivery within Canada or \$35 for US.
- Payment: request to charge your credit card, or certified cheque, or money order payable to **RCTC Corp** for the specified amount, depending on visa type and delivery.
- Filled-out and signed informational sheet and credit card authorization (if paying by credit card)
  
- Check-List

### **OUR MAILING ADDRESS: ->**

We recommend to use FedEx, UPS, DHL, Purolator

**RCTC Corp. (VisaCenter.ca)  
1000 Finch Ave. West, Suite 900  
Toronto, ON, M3J 2V5,  
Canada  
Toll-Free: 1-866-334-0811**

## Visa Application Form

01. Name in full:

02. Date & place of birth: DATE:

PLACE:

03. Nationality:

04. Permanent address:

CITY/ Province:

Postal Code:

05. Home telephone number: AREA CODE ( )

06. Name of employer:

07. Address:

08. Work telephone number: AREA CODE ( )

09. Profession:

10. Passport or Travel Document number:

11. Date and place of issue: DATE :

PLACE:

12. Date of expiry:

13. Estimated length of stay in Ethiopia:

14. Expected date of arrival in Ethiopia:

15. Purpose of trip:

16. Has applicant visited Ethiopia before?

16a. If YES, state purpose of Trip:

Date of TRIP :

17. Persons accompanying on same passport (name, age & relationship):

a)

b)

17.E-mail address for additional information (if required):

I hereby certify that the above statements are true to the best of my knowledge.

Date \_\_\_\_\_ Applicant's Signature \_\_\_\_\_

*For Consular Section Use Only*

Comments: \_\_\_\_\_

Date \_\_\_\_\_ Name \_\_\_\_\_ Signature \_\_\_\_\_

VISA NO.: \_\_\_\_\_ VISA TYPE: \_\_\_\_\_ DATE OF ISSUE: \_\_\_\_\_ DATE OF EXPIRY: \_\_\_\_\_