



Agreement on the Conservation
of Albatrosses and Petrels

To: Advisory Committee Members
National Contact Points
Meeting Attendees

AC13 Meeting Circular 3 – Visa Guidance for Delegates

Please find attached some information prepared by ACAP's UK National Contact Point on visa requirements for delegates attending AC13 in Edinburgh.

Dr Christine Bogle
Executive Secretary
ACAP Secretariat

Dr Mike Double
Chair
ACAP Advisory Committee

15 March 2023

ATTACHMENT 1: VISA INFORMATION

Visa requirements for entry into the UK

Information on visa requirements to enter the UK, including full instructions on what delegates need to do before, during and after applying for a visa, can be found on the UK Government website at:

www.gov.uk/browse/visas-immigration/what-you-need-to-do

Depending on nationality, it is likely that delegates will either:

- have to apply for a Standard Visitor visa before travelling to the UK; or
- be able to visit the UK as a Standard Visitor for up to 6 months without needing a visa

Delegates can check if they require a visa here:

[Check if you need a UK visa - GOV.UK \(www.gov.uk\)](http://www.gov.uk/guidance/check-if-you-need-a-uk-visa)

[Immigration Rules - Immigration Rules Appendix Visitor: Visa national list - Guidance - GOV.UK \(www.gov.uk\)](http://www.gov.uk/guidance/immigration-rules-immigration-rules-appendix-visitor-visa-national-list-guidance)

ACAP Parties

The majority of ACAP Party delegates planning to attend the ACAP meetings in May will probably be able to enter the UK without a visa as a Standard Visitor. This allows visitors to do certain business or academic activities, for example go to a conference or a meeting, such as attending ACAP meetings.

Further information on visiting the UK as a Standard Visitor can be found at:

[Visit the UK as a Standard Visitor: Overview - GOV.UK \(www.gov.uk\)](http://www.gov.uk/guidance/visit-the-uk-as-a-standard-visitor-overview)

The following ACAP Parties are likely to require a **Standard Visitor visa** to enter the UK in May for the ACAP meetings:

- Ecuador
- South Africa

Applying for a Standard Visitor visa

For delegates requiring a Standard Visitor visa to enter the UK, information on applying for a visa is on the UK Government website at:

[Visit the UK as a Standard Visitor: Apply for a Standard Visitor visa - GOV.UK \(www.gov.uk\)](http://www.gov.uk/guidance/visit-the-uk-as-a-standard-visitor-apply-for-a-standard-visitor-visa)

A Standard Visitor visa costs £100 for up to 6 months and must be applied for online before travel to the UK. The visa processing time varies but can take a few weeks. Participants travelling from countries requiring a visa are therefore **strongly encouraged to register for ACAP meetings in May with the ACAP Secretariat as soon as possible.**

The UK Government will issue a letter of invitation (by email) to registered delegates requiring a visa to enter the UK to accompany the visa application. The UK Government will need the following information in order to be able to issue a letter of invitation:

- full name - as it appears in the passport
- email address
- date of birth
- nationality
- passport number
- dates of arrival and departure to and from the UK

Please provide the above information to the UK ACAP National Contact Point at elizabeth.biott@defra.gov.uk when you register with the ACAP Secretariat to attend the meetings in May. The UK Government will then issue the letter of invitation.

Delegates must provide all the necessary information with their visa application to meet UK immigration rules. Guidance on documents to support a visa application can be found at:

[Visiting the UK: guide to supporting documents - GOV.UK \(www.gov.uk\)](http://www.gov.uk/government/guidance/visiting-the-uk-guide-to-supporting-documents)

At the end of the online application process delegates will be asked to book a biometric appointment at a Visa Application Centre and pay the visa application fee. Details of the nearest visa application centre can be found at: www.gov.uk/find-a-visa-applicationcentre.

Delegates must go in person to the chosen Visa Application Centre with their passport, printed application form and any other supporting documents (including the letter of invitation). They will also be required to give their biometrics (digital photograph and fingerprints).

If ACAP delegates have any questions on UK visa requirements please contact the UK ACAP National Contact Point at elizabeth.biott@defra.gov.uk.