



*Consulate General of Saint Lucia*  
*800 Second Avenue, 5<sup>th</sup> Floor, New York, NY 10017*  
*Tel: (212) 697-9360 Fax: (212) 697-4993*

Dear Visa Applicant:

Thank you for choosing to visit Saint Lucia, where it's simply beautiful!

As the Consulate General of Saint Lucia in New York, we personally guide you through your visa application process. We are determined to help you get your visa application correct the first time through, because that is certainly faster for you and simpler for us.

Therefore, we urge you to carefully read the attached visa application and requirement checklist. Our checklist is intended to serve as a guide as you submit supporting documents along with your completed visa application, but it is not a guarantee that you will be issued a visa. Only those documents submitted with your application will be considered. And certainly any documents that are found to be forged or false will fully disqualify you from this process.

When you have completed your application, please enclose it with all of your supporting documentation and your passport, then deliver these to the office of the Consulate General, located at 800 Second Ave., 5<sup>th</sup> Floor, New York, NY 10017.

For applicants residing outside of New York City who are unable to deliver their application materials in person, we highly recommend using a trackable express courier service.

Visa applications are processed in the order in which they are received. Therefore, please make sure you allow enough time for the application process to be completed. The Consulate General of Saint Lucia cannot and will not accept responsibility for any financial loss due to a visa not being issued prior to your intended date of travel.

Processing time begins when the office of the Consulate General of Saint Lucia in New York has received your completed visa application form with your passport and supporting documents, as well as the relevant application fee. Processing ends after a decision has been made regarding your application. At that time, your passport is available for you to pick up.

It typically takes us five (5) business days to process a visa application. We do our best to process each visa application within this target period of time, but cannot guarantee that your application will be completed within this time frame. The unique circumstances of each individual case may result in longer decision times.

Also, please be mindful that depending on the country in which your passport was issued, you will receive your visa upon arrival in Saint Lucia. It is therefore imperative that you kindly refer to our Government of Saint Lucia list of countries that require a visa prior to or upon entry.

The office of the Consulate General in New York is more than happy to answer any questions regarding our visa application process; however, please note that we can only discuss specific application details with the applicant. Should you have any questions, please e-mail us at [sluconsulateny@govt.lc](mailto:sluconsulateny@govt.lc) or call us at (212) 697-9360 between 9:00AM and 4:30PM EST.

Sincerely,

Consulate General of Saint Lucia in New York

# Saint Lucia Visa Requirements

This requirements checklist serves as a guide as you gather and submit supporting documents for your visa application. Please carefully read this document, and note that completing your application does not guarantee that you will be issued a visa.

## 1. Gather Documentation for your Saint Lucia Visa

### [ ] 1.1 Valid Passport

Please provide your signed passport. It must be valid and with sufficient blank pages for any required visa stamps. Your passport's expiration date must be at least six months after the date of entry for the visa you are applying for. If your passport does not meet these requirements, you must renew your passport or obtain a new one prior to applying for your visa. Also, it is imperative that you confirm with our Consulate whether you are expected to obtain a visa prior to arriving in Saint Lucia or upon entry.

### [ ] 1.2 Completed Visa Application

Download, print, complete in full, and sign your visa application before submitting it to the office of the Consulate General of Saint Lucia.

### [ ] 1.3 Passport-style Photographs

Please submit two identical 2" x 2" passport-style color photographs.

### [ ] 1.4 Travel Documentation

Please provide a copy of the following items showing your travel to and from Saint Lucia (i.e., proof of onward travel):

- Your airline ticket
- Your printed itinerary

### [ ] 1.5 Proof of Financial Ability

Please provide copies of bank statements for the last two months or a letter from your bank verifying that you have sufficient funds to support yourself. The bank statement must clearly show the visa applicant's name as the account holder, as well as the account balance.

### [ ] 1.6 Proof of Employment

Please provide a letter from your current employer indicating your date of hire and current pay rate. If you are self-employed, please provide copies of your W-2 form(s) for the previous tax year.

### [ ] 1.7 Proof of Accommodations

Depending on the purpose of your stay, please follow the instructions below:

**Tourism:** Please provide a copy of your hotel reservations.

**Private stay:** Please provide a letter of invitation from your host in Saint Lucia. This letter must include the number of visa entries being applied for and your inviting host's contact information, including address and phone number.

**Business trip:** Please provide the original detailed letter of invitation from the host company in Saint Lucia. This letter must state the purpose of your stay, as well as whether or not your expenses will be covered by the host company during the entire length of your stay. This letter must also state that you will not receive any financial compensation or pay in Saint Lucia during your stay.

**Studies:** Please provide a copy of your letter of admission, proof of registration, and proof of payment of tuition fees.

#### [\[ \] 1.8 Proof of College/University Enrollment](#)

If you are currently a student, please submit proof of enrollment in your academic institution indicating the date of enrollment and your status (i.e. full-time or part-time).

#### [\[ \] 1.9 US Permanent Resident](#)

If you hold a US permanent residency card (green card) or a US-issued visa, please provide a copy with your visa application form.

## **2. Cover Consular and Service Fees**

#### [\[ \] 2.1 Fees](#)

The Consulate Fee is \$30. Our courier fee is \$15.00, or you may include a pre-paid airbill to the return address.

You may pay the above fees via a money order or bank draft. Please note that we do not accept personal or business checks. If you are picking up your passport in person, then a courier fee is not applicable.

## **3. Submit Your Application to the Consulate General of Saint Lucia in New York**

#### [\[ \] 3.1 Submit your Application and Supporting Documents.](#)

Our address is:

Consulate General of Saint Lucia in New York  
Attn: Visa Section  
800 Second Ave 5<sup>th</sup> Floor  
New York, NY 10017

**Processing time is approximately five (5) business days.**

Please note that processing times, fees, and requirements are subject to change without notice.