



AFRICA SOVEREIGN
INVESTORS FORUM

2025 ANNUAL MEETING

Nigeria Visa Travel Guide

Travel Guide

Please read the following instructions carefully to assist you in your E-visa application through the Nigerian Immigration Services portal.

E-Visa through the Nigerian Immigration Service Portal

You will require the following to process your visa. Please have these ready in **pdf**.

1. Letter of invitation from your host. You can generate your letter of invitation [here](#).
2. Your passport bio-data page valid for 6 months.
3. Passport Photograph.

Once your documents are ready, please proceed using the following link to start your application process. <https://evisa.immigration.gov.ng/>

Request for Invitation Letter: Click [here](#) to request a letter of invitation.

The generated letter of invitation will be shared to the email address you have provided.

After submitting your application form, follow the prompt to complete the details required to generate a Letter of Invitation.

E-Visa Application: The delegate must then complete the e-visa application on the Nigeria Immigration Service (NIS) portal, accessible at the NIS Portal <https://evisa.immigration.gov.ng/>

Submit Completed Form: Upon completion, please send a copy of your application to asif25@nsia.com.ng.

it is advisable to begin your application on Monday May 26th, 2025.

Step-by-Step Instructions for Completing the E-Visa Application Form

To complete the **E-Visa** Application form on the Nigerian Immigration Service portal, please follow these steps:

1. Access the Official Portal

Open your browser and go to the Nigerian Immigration Service (NIS) e-visa Application Portal <https://evisa.immigration.gov.ng/>

2. Create an Account

- Click on “Create Account” to register.
- Set up a secure password for your account.

3. Step 1: Log in and Start Application

- Log in using your credentials.
- Select create an application.

- Choose Nationality
- Choose class of Visa: **F4A Business**
- Choose Passport Type

4. Complete Bio Data Details

- Fill in all required fields accurately and upload passport Photo.
 - Name
 - Age.
 - Date of Birth
 - Gender
 - Passport Number.
 - Marital Status
 - Passport Expiry Date

5. Upload Travel Information

6. Contact or Hotel details in Nigeria

7. Supporting documents:

- Valid Passport
- CAC Document of Inviting Country
- Passport Photo
- Invitation letter from NSIA
- Hotel Reservation
- Return Ticket

8. Upload Travel History

9. Security and Criminal History

10. Choose to provide Biometric Information at port of entry.

11. Submit Application

- Review all information for accuracy.
- Submit your application.

12. Make Payment

- Proceed to the payment section.
- Visa fees vary depending on nationality. Payments contains: Visa fees, Biometric fees and Processing fees.
- Accepted payment methods include credit/debit cards and other secure online payment options.

- You will receive a confirmation email with a Payment ID number.
- Share this **confirmation and payment receipt** with the NSIA team via email: asif25@nsia.com.ng.

13. Track Application Status

- Use the “**Find Application Status**” feature on the portal.
- Enter your Payment ID to check the progress of your application.

14. Receive e-Visa Approval

- If approved, you will receive an Electronic Travel Authorization Letter (eTAL) via email.
- Print the eTAL and carry it with you when traveling to Nigeria.
- Present the eTAL at the port of entry (currently available at only Abuja and Lagos airports).

Important Notes

- Processing time typically ranges from 16 to 48 hours.
- The e-Visa is valid for a single entry with a maximum stay of 30 days.
- Extensions are not permitted.

