**To receive Iranian visa:**

**Step 1)** Please complete below form and return the completed form in (\*.docx) format.

|  |  |  |
| --- | --- | --- |
| **Guest Info.** | | |
| 1 | Name |  |
| 2 | Surname |  |
| 3 | Sex |  |
| 4 | Marital Status |  |
| 5 | Father's Name |  |
| 6 | Date of Birth |  |
| 7 | Country of Birth |  |
| 8 | Place of Birth |  |
| 9 | Nationality |  |
| 10 | Previous Nationality |  |
| 11 | Passport No |  |
| 12 | Passport Type |  |
| 13 | Date of Issue |  |
| 14 | Place of Issue |  |
| 15 | Expiry Date |  |
| 16 | Occupation |  |
| 17 | Position |  |
| 18 | Company |  |
| 19 | Activity |  |
| 20 | Name of the Institute he/ she works in |  |
| 21 | Address |  |
| 22 | Cellphone Number |  |
| 23 | Telephone Number |  |
| 24 | Email Address |  |
| 25 | Contact Person in Iran |  |
| 26 | Number of Travels to Iran |  |
| 27 | Last Date of Entry to Iran |  |
| 28 | Visa Type |  |
| 29 | Visa Issuance Place |  |
| 30 | Duration of Stay in Iran |  |
| 31 | Date of Entry to Iran |  |
| 32 | Date of Exit |  |
| 33 | Address of Temporary Accommodation |  |
| 34 | Name and contact info of your contact person in AUT |  |

**Step 2)** Send us your digital image and passport photo with the following photo and passport copy requirements.

\* Please make sure the passport copy you wish to send us meets all the requirements.

**Your digital image of your passport must be:**

* In color
* In JPEG (.jpg) file format
* Equal to or less than 500 kB (kilobytes) in file size (less than 10 kB is not accepted)
* Only the first page. Full-length images are not acceptable.
* In a rectangular aspect ratio (height must be less than width)
* 800x600 pixels in dimension
* Sharp without any visible pixels
* properly exposed (too dark or light is not acceptable)
* In a right position.
* Clear and all characters must be readable.

\*Please make sure the photo you wish to send us meets all the requirements.

**Your passport photos must be:**

* In color
* In JPEG (.jpg) file format
* Equal to or less than 240 kB (kilobytes) in file size (less than 10 kB is not accepted)
* In a rectangular aspect ratio (height must be greater than width)
* Be sized in 600(height) x 400(width) pixels, with about 70-80% part of the photo must be filled by the applicant’s face
* Taken within the last 6 months to reflect your current appearance
* Taken in front of a plain white or off-white background
* Taken in full-face view directly facing the camera
* With a neutral facial expression and both eyes open
* Taken in clothing that you normally wear on a daily basis
* Uniforms should not be worn in your photo, except religious clothing that is worn daily.
* Do not wear a hat or head covering that obscures the hair or hairline, unless worn daily for a religious purpose. Your full face must be visible, and the head covering must not cast any shadows on your face.
* Headphones, wireless hands-free devices, or similar items are not acceptable in your photo.
* Eyeglasses are not allowed in visa photos, except in rare circumstances when eyeglasses cannot be removed for medical reasons; e.g., the applicant has recently had ocular surgery and the eyeglasses are necessary to protect the applicant's eyes. A medical statement signed by a medical professional/health practitioner must be provided in these cases. If the eyeglasses are accepted for medical reasons:
  + The frames of the eyeglasses must not cover the eye(s).
  + There must not be glare on eyeglasses that obscures the eye(s).
  + There must not be shadows or refraction from the eyeglasses that obscures the eye(s).
* Photos digitally scanned from driver’s licenses or other official documents are not acceptable. In addition, snapshots, magazine photos, low quality vending machine or mobile phone photos, and full-length photographs are not acceptable.