



PASSLANE — FREE GUIDE

The Travel Visa Document Checklist

Submit a complete travel-visa application the first time.

Use this free checklist to see the common documents people are usually asked for when applying for a travel visa, so you can prepare before you apply directly with the government or ask to be matched with an independent private expediter.

What this checklist covers

A travel visa is permission from a foreign country to visit for a trip, study, work, or another approved reason. Each country sets its own rules. This checklist is a simple planning tool. It helps you gather the documents many consulates and visa centers commonly ask for, but it is not a government form and it is not legal advice.

Common items often include:

A valid passport with enough blank pages and enough remaining validity

A visa application form for the country you plan to visit

How to use it

Start with the country you will visit. Then check the exact visa category, such as tourist, business, student, or family visit. Print the checklist or save it on your phone. Mark each item only after you have reviewed the official instructions from that country's embassy or consulate.

Use this order:

Check whether your nationality needs a visa for that country

Confirm the visa type and whether you must appear in person

Download and next steps

You can use this page as a simple checklist and turn it into your own document folder. Create one folder for your application form, one for passport photos, one for travel records, and one for supporting letters. Keep copies of what you submit, but do not send sensitive records through random websites.

For safety, forms on Passlane should collect only your contact details and what kind of help you need. Do not enter your Social Security number, passport number, or upload scanned documents on this site. If you choose to work with an independent private expediter after being matched, review that company's instructions and privacy terms carefully before sending anything.

If timing matters, compare the realistic routes before you decide. Our [timelines and fees](/timelines-and-fees/) guide explains the usual difference between routine and expedited U.S. passport service, what urgent appointments typically mean, and how official government fees are separate from private service fees. This can help you decide whether to apply on your own or ask for help from an independent private service.

One last reminder: this checklist helps you get organized. It does not replace the official instructions for the country you plan to visit. For legal or immigration questions, speak with a licensed immigration attorney or accredited representative.

Your checklist

- Confirm you actually need a visa for your destination and trip type
- A passport valid well beyond your trip (many countries require 6+ months)
- The destination country's visa application form, filled out fully
- A visa photo that meets that country's exact size and format rules
- Proof of travel: itinerary, accommodation, sometimes funds
- Any required invitation, enrollment, or employment letters
- The correct visa fee, paid the way the consulate requires
- Passlane gives no legal/immigration advice — ask a licensed attorney for that

Important

Passlane is an independent private company and a free matching service. We are NOT the U.S. Department of State, the National Passport Information Center, USCIS, or any embassy or consulate, and we are NOT affiliated with or endorsed by any government agency. We do not issue passports or visas, do not process government applications, and do not give legal or immigration advice. You can always apply directly with the government yourself at no service charge; official government fees are separate from any private expeditor's service fee. Always confirm current official fees and requirements on the official government website. This guide is general information, not legal advice.