



## **Information to apply for a United States' nonimmigrant visa** **Guayaquil Consular District**



### **GENERAL INFORMATION AND FREQUENTLY ASKED QUESTIONS**

To apply for a nonimmigrant visa all applicants must pay the US\$131 fee at one of the Banco de Guayaquil's branches. The receipt is the proof of your payment. Do not lose your receipt because you must present it at the Consular Section at the time of your interview.

Attached to this information sheet you will also receive the DS-157 form. Applicants requesting student or exchange visitor visas need to fill out a DS-158 form as well.

All applicants must fill out the DS-156 form, which can be obtained by logging into our website: <http://guayaquil.usconsulate.com> This form must be completed on-line (Internet) following all the instructions. Please print the third page, which contains the bar code.

The forms DS-157, DS-158 and more detailed information on the nonimmigrant visa process are also available on our website. Make sure all questions have been answered. **If there are questions left blank the applications will not be processed and applicants will have to reschedule their appointments.**

**Where should I apply? :** Applicants living in the provinces of Azuay, Cañar, El Oro, Galapagos, Guayas, Loja, Los Rios, Manabi, Santa Elena, and Zamora Chinchipe are part of the Guayaquil Consular District. They should pay at any Banco de Guayaquil branch in those provinces and present themselves at the U.S. Consulate General in Guayaquil.

**How do I obtain information on the types of visas available and/or how do I schedule an appointment? :** Regardless the type of visa that you are applying for, please contact the Visa Information Service by calling:

**In Ecuador: 1-800-010-145**  
**In the U.S.: 1-800-919-5290**

The Visa Information Service is available Monday thru Friday from 8:00 am to 6:00 p.m. (local time in Ecuador); except on Ecuadorian holidays. An operator will provide information and schedule the date and time of your interview.

**How do I access the Visa Information Service? :**

In order to access the VIS you must have a PIN. In Ecuador, you have two options to obtain a PIN, which costs US\$12:

- You may obtain a PIN at any branch of Banco de Guayaquil. Please retain your bank receipt, as you will need it when you call the VIS; or
- You may also obtain a PIN using your Visa or MasterCard by calling the VIS (1-800-010-145) directly and selecting the appropriate option. Please have a pen and paper available to write down your PIN number.

Callers from the U.S. must have a Visa or MasterCard when calling 1-800-919-5290 to obtain a PIN. The fee is \$12.

*Note: Using one PIN you can schedule up to 5 appointments for family members that live in the same household.*

**When should I go for my interview? :** You must be on time for your appointment, and have all relevant documents with you. (See the back of this page) Do not come more than 30 minutes early. Applicants who miss the date or arrive late must contact the VIS in order to schedule a new appointment.

**Children under 18** must come with their parents, and must bring their birth certificates (we only accept the version that is a photocopy of the registry book, the 'Libro de Actas'). Parents must bring their passports only if they have valid visas. Parents or legal guardians do not need to schedule an appointment, unless they are applying for a visa.

**Picking up Passports:** If the visa is approved, the passports will be ready within six or eight business days from the issuance date. DHL will send the passport to the address provided by the applicants or the office of DHL nearest the applicant's city of residence. A DHL representative is located inside the Movistar-INDUSUR office at the INDUAUTO building, at the corner of Quito and 9 de Octubre Avenues. For the delivery to the applicants address, or the one indicated, DHL will charge US\$8.00 for the first passport and US\$2.00 for each additional passport. If applicants wish to have their passports delivered to a DHL office, they will be charged US\$6.00 for the first passport and US\$2.00 for each additional passport. DHL will only receipt cash payments in the INDUAUTO building. For questions regarding delivery of the passports please contact DHL at 04-2598600 in Guayaquil.

**Web page:** <http://guayaquil.usconsulate.gov>

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**VISA REQUIREMENTS**

**A) Any applicant must present:**

1. Valid Passport. Passport **with a validity of no less than six months after the date of exit from the United States**
2. Form DS-156, completed on-line by logging into our web site.
3. Additional Form (DS-157 form) for all applicants (regardless age or sex)
4. Recent photograph, not Polaroid nor scanned, good quality, with a white background, 5cm x 5cm (measuring from the top of the head to the chin 3.5 cm and 2.5 cm. wide). Applicants should not wear glasses or hats for the photographs.
5. US \$131 payment receipt ticket.
6. Prior Passports, if they contain a prior visa to the U.S.
7. Birth Certificate (copia del libro de Actas) for minors under age 18.
8. Marriage Certificate (copia del libro de Actas) if applies.

**B) Student (F), (M) or exchange (J) visas:**

1. Documents mentioned in section A
2. DS-158 form.
3. I-20 form (students) or DS-2019 form (exchange visitors).
4. SEVIS fee receipt. For more information please visit [www.fmjfee.com](http://www.fmjfee.com).
5. Proof that the parent or sponsor has ready access to funds sufficient to pay the first year costs as given on the I-20 form.

**C) Working visas (H, L, O, P, Q):**

1. Documents mentioned in section A
2. Original Form I-797 approved by the Immigration Service in the US (USCIS)
3. Economic Support (exception for H1B or L1 visa applicants, who only need to present an approved original Immigration form I-797 and a copy form the package presented to the United States USCIS offices).

**Note:** Applicants presenting blanket petitions for L1 visas must also pay USD\$500 at the Consulate on the day of the interview.

**D) V and K Visas**

V and K visa applicants must contact the VIS at 1-800-010-145 in Ecuador, or 1-800-919-5290 in the U.S., in order to receive instructions. They should indicate the type of visa for which they are applying.

**NOTE:** We encourage visa applicants to bring documents to the interview that may help demonstrate their qualifications for a visa. Applicants should be aware, however, that supporting documents do not by themselves provide a basis for visa issuance. A consular officer may determine an applicant's visa eligibility based on information provided during the interview and on the application forms, without referring to the supporting documents.

***IMPORTANT: Please be advised that on the day of the interview, applicants will only be allowed to enter with your passport and the documents which support your visa application. You are not permitted to bring purses, bags or backpacks. You may not enter with cellular telephones, cigarettes, lighters, matches, food, beverages, photographic or electronic equipment, or weapons. These articles will be retained while access.***

Consulate General of the United States  
9 de Octubre y Garcia Moreno  
Guayaquil, Ecuador

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