

## TOURIST VISA REQUIREMENTS

(Updated 25 July 2025)

1. **Payment of USD 60.00 visa fee + PHP 6.00 foreign currency deposit fee**
2. **Accomplished visa application form**
3. **Formal letter addressed to the Consul-General with Spanish translation**
4. **Passport, with color photocopy of all pages and covers**
  - Validity of at least (3) months after date of entry in Panama
5. **Government-issued identification card, with color photocopy of both sides**
  - Filipinos: any of the following**
    - Philippine National ID
    - Unified Multi-Purpose ID (UMID)
    - Driver's License
    - Social Security System ID
    - Postal ID – *digitized card only*
    - Student ID – *for minors who possess no other ID.*
  - Foreign residents in the Philippines**
    - National ID of their country of origin
    - Visa/Residency permit stamped in passport
    - Work Permit issued by the Department of Labor & Employment (DoLE)
6. **Three (3) passport-sized photos, with color photocopy**
  - Maximum width of 4 cm and length of 5 cm
7. **Proof of employment/profession – check only what applies**
  - If employed:** Certificate of employment
  - If self-employed:** Accreditation by the Bureau of Internal Revenue (BIR)
  - If retired:** Pension & retirement documents
  - If student:** Certification of enrollment from the school/university
8. **Economic solvency amounting to at least USD 500.00 – check only what applies**
  - Bank certificate issued within the last three (3) months
  - Salary slips issued within the last three (3) months
  - Income statement or tax returns from the last fiscal year
  - If economically dependent:* Notarized affidavit of sponsoring relative, attached with proof of economic solvency and notarized affidavit of kinship
9. **Flight booking with either:**
  - Onward flight from Panama to another country
  - Return flight from Panama to country of origin
10. **Proof of lodgings**
  - If in a hotel or inn or hostel:** Booking certificate
  - If in the home of a relative/friend:** Letter of invitation (see item # 11)

11. **Letter of invitation in Spanish (or with Spanish translation) – *if applicable***
- If invited by a Panamanian government agency or diplomatic entity**
    - Official letter of invitation only
  - If invited by a private company**
    - Notarized letter of invitation and/or sponsorship
    - Certification of public registry (“*Certificación de Persona Jurídica*”)
    - Operating license (“*Aviso de Operaciones*”)
    - Operation key from the Colón Free Zone – *if applicable*
    - Utility bill or payment receipt showing company’s address in Panama
    - Bank certificate and/or income statement – *if guaranteeing sponsorship*
  - If invited by a private individual**
    - Notarized letter of invitation and/or sponsorship
    - Government-issued identification of signatory
      - For Panamanians: identity card (“*carpet de cédula*”)
      - For foreign residents: passport biopage & residency permit/visa
    - Utility bill or payment receipt of the individual’s residence, and under his/her name
    - Economic solvency documents – *if guaranteeing sponsorship*
    - Proof of employment/pension – *if guaranteeing sponsorship*

### **ADDITIONAL REQUIREMENTS FOR MINORS**

1. Application form duly accomplished by parent or legal guardian
2. Certified true copy of birth certificate with Spanish translation
3. Notarized affidavit of guardianship with Spanish translations – *in case of legal guardian*
4. Travel clearance issued by the Department of Social Welfare and Development (DSWD) – *if travelling without parent or legal guardian*
5. Notarized affidavit of consent from parent or legal guardian – *if travelling without parent or legal guardian*
6. Passport or ID cards of parents or legal guardian attached to the affidavit of consent

## OBSERVATIONS

- The Embassy of Panama in Manila can accept the visa applications of **legal residents in the Philippines only**. Filipino nationals who reside overseas must submit their visa applications at the Panamanian embassy or consulate accredited to their respective country of residence.
- Applicants have the option to assign a representative, such as a travel agent or company liaison officer, to submit their requirements and claim the visa. He/she must bear a notarized letter of authorization, attached with a photocopy of both their IDs.
- If the purpose of visit is business-related, the applicant's company/organization may issue the formal letter on his/her behalf, signed by an officer responsible.
- The application form may be accomplished using computer, but it must be signed by hand. E-signatures are not allowed.
- Bank certificates must be denominated in US dollars and have a Spanish translation. If in another currency, the bank must provide a conversion of the current balance into US dollars. If impossible, the applicant may request the Consul-General to issue an attestation of the bank certificate, which balance's conversion in US dollars. The attestation is free of charge.
- Secure tentative flight & hotel bookings. Do not get a final booking or ticket until the visa is approved.
- Photocopy of government-issued ID cards of the inviting/sponsoring party from Panama must bear a "*sello de cotejo*", which attests to its authenticity.
- For any questions, kindly send an email to [consularservices@panamaembassy.ph](mailto:consularservices@panamaembassy.ph).
- Applicants can also send PDF color copies of their documents to the same email address, prior to presenting the hard copies and payment to the Embassy.
- The Consul-General has the prerogative to request additional documentation, or to personally interview the applicant, if deemed necessary.
- The National Migration Service has the prerogative to request for other forms of financial solvency that it may deem acceptable.

## **SPECIAL REQUIREMENTS FOR OVERSEAS FILIPINO WORKERS (OFWs)**

Per regulations, Panamanian embassies and consulates can only issue tourist visas, regardless of the traveler's purpose of visit. It is the responsibility of the applicant and the employer to apply for the work permit at the National Migration Service (SNM).

Nonetheless, the following additional documents must be presented, some of which are required by the Department of Migrant Workers (DMW) for the worker's travel clearance:

### **A. Specialist Skilled Workers**

- 1. Formal letter from the employment agency**
  - This fulfills item # 3 in the regular list of requirements – *see page 1*
- 2. Apostilled contract of Individual worker**
  - This fulfills item # 7 in the regular list of requirements – *see page 1*
- 3. Apostilled recruitment agreement with the employment agency**
  - This fulfills item # 7 in the regular list of requirements – *see page 1*
- 4. Employing company's notarized letter of guarantee**
  - Signed by the company's officer responsible, and addressed to the Consul-General or to the Officer-in-Charge of Consular Affairs, whichever applies.
  - This fulfills item # 11 in the regular list of requirements – *see page 2*
  - Attached with the supporting papers for sponsoring companies – *see page 2*
- 5. Employment agency's accreditation certificate issued by DMW**
- 6. Clearance certificate issued by either the Philippine National Police (PNP) or the National Bureau of Investigation (NBI)**
- 7. Yellow fever vaccination certificate**
- 8. Medical certificate from an accredited clinic**

Items 1 to 3 must have a Spanish translation. Item 4, if written in Spanish by the employer, does not need an English translation.

### **B. Non-skilled Workers such as Domestic Helpers**

- 1. Formal letter from the employment agency**
  - This fulfills item # 3 in the regular list of requirements – *see page 1*
- 2. Apostilled contract of individual worker**
  - This fulfills item # 7 in the regular list of requirements – *see page 1*
- 3. Apostilled Recruitment Agreement with the Employment Agency**
  - This fulfills item # 7 in the regular list of requirements – *see page 1*

4. **Apostilled employer's profile**
5. **Employer's notarized letter of guarantee**
  - Addressed to the Consul-General or to the Officer-in-Charge of Consular Affairs, whichever applies.
  - This fulfills item # 11 in the regular list of requirements – *see page 2*
  - Attached with the supporting papers for individual sponsors – *see page 2*
  - Is different from the “Certificate of Guarantee & Undertaking” required by the DMW for domestic helpers.
6. **Employment agency's accreditation certificate issued by DMW**
7. **Clearance certificate issued by either the Philippine National Police (PNP) or the National Bureau of Investigation (NBI)**
8. **Yellow fever vaccination certificate**
9. **Medical certificate from an accredited clinic**

Items 1 to 4 must have a Spanish translation. Item 5, if written in Spanish by the employer, does not need an English translation.