

# Business Travel to the United States

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U.S. CONSULATE GENERAL, HO CHI MINH CITY, VIETNAM

# Business Travel to the United States

It is our desire to facilitate the travel of all legitimate travelers who want visit the United States for business

- Visa application process
- Visa interviews
- Business activity in the United States



# U.S. Visa Procedures

All visa decisions and procedures are based on U.S. law and regulations

- Immigration and Nationality Act of 1952, as amended (INA)
- U.S. Code of Federal Regulations (CFR)
- Additional State Department regulations in Volume 9 of the Foreign Affairs Manual



# Applying for a visa



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# Plan ahead: Start the process as early as possible

- In peak seasons, the wait for the next available appointment may be a month or more.

<b>Nonimmigrant Visa Type</b>	<b>Appointment Wait Time</b>
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Visitor Visas	32 Calendar Days
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Student/Exchange Visitor Visas	7 Calendar Days
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All Other Nonimmigrant Visas <sup>‡</sup>	4 Calendar Days
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# Visa Services

- **Dedicated website** for visa information and appointment scheduling:

[www.ustraveldocs.com/vn](http://www.ustraveldocs.com/vn)

- **Call Center** 19006444, 8am-8pm weekdays
- **Passport delivery** for approved visas
- **Mail-in renewal applications**

*All at no additional cost once the visa application fee has been paid*



[www.ustraveldocs.com/vn](http://www.ustraveldocs.com/vn)

Follow the step-by-step instructions to:

- Complete the **DS-160** (online application)
- Pay your \$160 **application fee**
- Make an **interview appointment**  
(or mail in your renewal application)



# On the day of your interview

- Bring printouts of
  - Your DS-160 confirmation sheet
  - Appointment letter
  - Photo taken less than 6 months ago  
with no eyeglasses
  - Valid passport
- Arrive no more than 20 minutes before or after your appointment time





# Visa Renewals by Mail (Drop Box)

- Vietnamese citizen or resident, present in Vietnam
- Most recent visa
  - Expired less than 12 months ago\*
  - Was the same type (business, student) as the visa you are applying for now
- You haven't been refused since your last visa issuance

Processed & returned in 5-7 business days

\* *Change as of January 2017*





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# Which of the below documents must a business traveler present to receive a B1/B2 visa?

- Invitation letter from a U.S. business
- Confirmation of employment from one's employer
- Pay stubs or statements of income
- Bank statements
- Tax returns or other evidence of tax payments
- Evidence of land or real estate holdings



# Answer:

# NONE!

- A valid passport is the only “document” you need to receive a B1/B2 visa



# Visa issuance is based on an applicant's interview

- An applicant must be able to explain what he or she will do in the United States and why
  - We are unlikely to issue a visa to an applicant who cannot do this, no matter how many documents he or she has.
  - Applicants should not claim “market research” or “conference” attendance if their primary purpose is tourism or a family visit.



# Why visas are issued or refused

- Our goal is to issue a visa to every lawful traveler who wants to conduct business in the United States
- The consular officer considers the applicant's overall circumstances when deciding
- Visa applications are denied if
  - It does not appear credible that the applicant primarily intends to conduct business in the United States
  - The applicant has extremely weak ties overseas
  - The applicant's activity may not be allowable in B1/B2 status in the United States



# Reapplication

- Applicants who reapply will interview with a different officer, but must pay the \$160 fee and make a new appointment
  - We do not recommend reapplication unless there is new information you want us to review about the applicant or the purpose of travel
  - Quick reapplications with no new information will likely result in a second refusal



# Legitimate business activity



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# Legitimate business activity

- “Other than one coming for the purpose of... performing skilled or unskilled labor”
- Commercial transactions, negotiations, consultations/meetings, conferences/seminars, litigation, independent research
- Installation, service, and repair of commercial or industrial equipment or machinery (by contract)
- Board meetings or board functions
- Seeking investment
- Trade fair/expo exhibitors



# “Training”

- When training will further a career abroad
- Will not be placed in a position which is in the normal operation of the business
- Salary from the foreign employer
  - No salary from a U.S. source except for an expense allowance or reimbursement for expenses, including room and board



# Reminders



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# Correct Appointment Scheduling

- Once the fee is associated with the applicant's profile, name and passport number changes are not allowed
  - Do NOT create “dummy” accounts on [ustraveldocs.com](http://ustraveldocs.com)
  - Personal information in the [ustraveldocs](http://ustraveldocs.com) profile and the DS-160 must match the passport. Discrepancies between the profile, DS-160 and passport information may require completion of a new profile and purchase of a new MRV fee receipt. MRV fees are not refundable nor transferrable after they are assigned to a particular applicant.



# Correct Appointment Scheduling

- Update DS-160 barcode numbers at least three working days prior to the interview
  - If you fail to update it three working days prior to your appointment date, you will not be allowed to come for an interview and will need to make a new appointment using a valid DS-160 barcode.



# Correct Appointment Scheduling

- Do not provide fake or doctored appointment letters
  - We will find them, and then your clients could end up facing additional scrutiny



# Contact Information:

- [www.ustraveldocs.com/vn](http://www.ustraveldocs.com/vn)
- 1900-6444
- In U.S. 703-665-7350
- [support-vietnam@ustraveldocs.com](mailto:support-vietnam@ustraveldocs.com)

<https://vn.usembassy.gov/visas/nonimmigrant-visas/>

<https://vn.usembassy.gov/visas/nonimmigrant-visas/niv-inquiries/>

