

Terms and Conditions for Online Passport Request

- 1. Ethiopian National applied for this Passport application form only.**
- 2. Strictly prohibit using more than one passport.**
- 3. Ordinary passport applicants who already have a passport should not apply for a new passport**
- 4. New applicants should bring their original documents on the appointment date.**
- 5. Renewal applicants should bring the printout paper and their passports during collection.**
- 6. New applicants must bring the application printout paper during collection.**
- 7. New applicants who cannot attend on the appointment date will apply again.**
- 8. Applicants accept the responsibility for supplying, checking, and verifying the accuracy and correctness of the information they provide.**
- 9. Incorrect or inaccurate information may result in the forfeiture of the passport application.**
- 10. All fees are non-refundable.**
- 11. Fees shall be forfeited for applicants who fail to show up on their confirmed appointment, applicants who cancel their appointment, and applicants whose application was rejected due to incorrect information.**

Terms and Conditions for Online Origin ID.

- 1. This origin application form is applied only by former Ethiopian citizens, foreign citizens with Ethiopian parents, and individuals married to a person with an Origin ID.**
- 2. Origin ID Applicant who has a previous yellow card should apply for a new Origin ID.**
- 3. Origin ID: Applicants who already have an Origin ID should not apply for a new Origin ID.**
- 4. Bring your original documents, including your passport, during collection.**
- 5. Users accept the responsibility for supplying, checking, and verifying the accuracy and correctness of the information they provide.**
- 6. Incorrect or inaccurate information may result in forfeiture of the Origin ID application**
- 7. All fees are non-refundable.**
- 8. Fees shall be forfeited for applicants who cancel their appointment, and applicants whose application was rejected due to incorrect information.**

Terms and Conditions for Online Sticker Visa Request

- 1. New sticker visa applicants should come on the appointment date with the original document attached to the embassy/consulate chosen.**
- 2. Agree and acknowledge that all payments are NOT REFUNDABLE.**
- 3. Please contact your bank to check the status of your payment. If a payment has already been made, *please do not make a second payment*. You will be responsible for the additional payment transactions, and they cannot be refunded.**
- 4. Applicants accept the responsibility for supplying, checking, and verifying the accuracy and correctness of the information they provide. Incorrect or inaccurate information may result in the forfeiture of the visa application.**
- 5. Please note that we do not accept and allow entry to travelers without approved visas *and applicants whose application was rejected due to incorrect information*.**
- 6. The organization is not responsible for the applicants who do not follow the points which are stated from 1 to 4.**
- 7. People with dual nationality should choose the nationality according to the passport to be used for travel and attached.**
- 8. Note that a business visa is not issued to individuals under the age of 18. Parents who come to Ethiopia with business visas along with their children can apply for tourist visas for their children.**
- 9. Please note that we do not accept credit card payment transactions of applicants originating from the following countries, effective 18 November 2020.**

Cuba, Iraq, Sudan, Yemen, Somalia, North Korea, Afghanistan, South Sudan, the Crimea region of Ukraine, Syrian Arab Republic

Terms and Conditions for Online Company Registration

- 1. You must log in and apply to legalize your company registration after you register the company successfully.**
- 2. Once the company registration is successful, we will send a confirmation message to the registered company email.**
- 3. The person who registers the company is responsible for ensuring the accuracy and correctness of the information.**
- 4. The person who registers the company should come to ICS with original documents for validation and approval.**
- 5. The organization is not responsible for applicants who do not follow the points stated from 1 to 4.**