



## TEMPORARY RESIDENT (BY INVITATION LETTER)

### REQUIREMENTS:

1. Visa Application.
2. Valid passport and copy of the main page.
3. One color picture, passport size, front view, with no eyeglasses and white background.
4. Document that proves that the applicant is a foreign legal resident of the USA (I-797, I-20 advance parole, etc.). *This only applies for non-U.S. citizens.*
5. Application processing fee \$54.00 Dollars (credit or debit card – Visa or Mastercard). *Non refundable if not approved.*
6. Original invitation letter of an organization (public or private) indicating that the foreign person is going to participate in an unpaid activity in National territory. The letter should contain the following information:
  - i. Full name and nationality of the applicant;
  - ii. Corporate name of the organization;
  - iii. Official registration number of the Company;
  - iv. Purpose of the organization;
  - v. Full address and contact details of the organization or institution;
  - vi. Information of the activity performed or the project that involved the foreign. The activity of the foreign person must be related with the purposes of the organization or institution that invites;
  - vii. Duration or approximate date of completion of the activity carried out;
  - viii. The manifestation of shared responsibility for the maintenance of the foreign person while in Mexico and their return to their country of origin or residence, and
  - ix. Copy of official identification with photograph and signature of the undersigned the letter.
7. Original and copy of the document(s) that accredits the applicant has the experience, ability, skills or knowledge necessary to develop the activity for which it has been invited.
8. If the organization is covering the expenses of the applicant while in Mexico:
  - a) Original and copy of proof of investments or bank accounts with a balance of at least \$147,130.45 US Dollars during the previous 12 months of statements.
9. If the organization is not covering the expenses of the applicant while in Mexico, the applicant must present proof of economic solvency with one of the following:
  - a) Original and copy of proof of investments or bank accounts with a balance of at least \$73,565.22 US Dollars during the previous 12 months of statements, OR
  - b) Original and copy of documents showing that the applicant has a job (last 6 months of pay stubs) or pension (proof of retirement payments) with a monthly income of \$2,942.61 US Dollars after taxes during the previous 6 months.

Additionally, the applicant must present a letter from their employer indicating:

- Time of employment.
- Transfer plans of the applicant to the Mexican organization.
- The salary will be paid in the US.

ENTERING MEXICO WITH THIS KIND OF VISA, YOU SHOULD GO TO THE NEAREST “INSTITUTO NACIONAL DE MIGRACIÓN” (INM) OFFICE TO GET YOUR RESIDENT ID.

To apply for a visa, you must first submit all required documentation for review via email: [visasini@sre.gob.mx](mailto:visasini@sre.gob.mx).

Once received and reviewed we will contact you to make an appointment via email [visasini@sre.gob.mx](mailto:visasini@sre.gob.mx). or by phone: (317) - 761-7600, Ext. 3116.

Normally, the visa will be issued on the same day of the appointment.

For more information please e-mail [visasini@sre.gob.mx](mailto:visasini@sre.gob.mx) or visit our web page <https://consulmex.sre.gob.mx/indianapolis/index.php/tramites-consulares-previa-cita/visas>

### Important:

- Requirements and or fees are subject to change at any time without previous notice.
- In case you are asked to support your application with complimentary documentation, you will be given a new appointment date.
- If you present a document issued from a country different than Mexico or the United States of America, it must come with an apostille or legalization as applicable; and with an official translation to Spanish.