

**The State of Migration Management  
in Central America:  
An Applied Research**

**Final Report**

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IOM International Organization for Migration



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# SUMMARY

The main objective of the project State of Migration Management in Central America: An Applied Research was to assess the current state of migration administration in the Central American countries, and thus provide both national authorities and regional entities in charge of coordinating migration policies with relevant information to facilitate the formulation of effective programmes to strengthen and bring Central American Migration Agencies up to date.

This objective falls within the framework of the priority guidelines defined by the Regional Conference on Migration – the so-called Puebla Process – and the Central American Commission of Migration Directors (OCAM). They both assigned a pivotal role to having efficient, up-to-date management schemes for Migration Agencies to solve the region’s migration-related problems.

With these general objectives in mind, an evaluation was conducted as part of the research in all Central American countries (Belize, Costa Rica, El Salvador, Guatemala, Honduras, Nicaragua, and Panama) covering the most relevant aspects of migration management, and paying special attention to operational aspects.

For the purposes of this project, migration management was understood as the procedures carried out by the Migration Agencies to enforce each country’s legal provisions. The evaluation included the material resources to their avail – both financial and equipment –, especially in relation to the magnitude of migration flows, their causes and the effects produced by the movements of both nationals and foreigners on the organizations and the authorities’ actions.

Reaching conclusions and formulating recommendations was thought to be essential provided they are based on the relationship between demand and outcome, in the understanding that analysing organizations, legislation, or procedures out of their context would turn out somewhat theoretical and non-conducive.

The following aspects were selected for evaluation:

- Current migration policies and legislation;
- Regional organizations in charge of coordinating migration policies;
- Identification of nationals and foreigner residents in relation to migration-related problems;
- Regional policies to facilitate the movement of people flows;
- Control of entry and exit of people;
- Deportations and expulsions;
- Trafficking of people;
- Monitoring of foreigners’ stay periods and residence permits;
- Border-area movements;
- Seasonal workers;
- Migration information records;
- Migration Agencies, and
- Infrastructure.

The research sought to draw up a diagnostic on the current situation concerning the management of migration movements in Central American countries, in terms of the aspects selected for evaluation.

The complexity of the issues the topic involves, their multiple operational and structural relationships with a number of aspects such as the countries' social and economic development conditions, the characteristics of the countries' conditions as far as migration movements are concerned, and the specificities of the States' juridical and political organization models – to name only a few – render this Report as partial.

A comprehensive modernization of migration management will involve not only advancing in solving its particular problems, but also addressing the issue from a global perspective, coupled with State transformation processes and public administration in general, the countries' economic and social development, and the new forms of population movements as driven by regional integration and globalization.

Making headway in this direction will undoubtedly require joint interpretation efforts from different perspectives that are supplementary to this project's objectives. With this goal in mind, it was decided the project should analyse the essential aspects to be developed throughout this Report.

# PROJECT OVERVIEW

**Purposes of the Project:** Provide Central American countries, OCAM and the Puebla Process in general, with information that contributes to a better understanding of the region's migration situation, and facilitates adjusting Central American Migration Agencies' norms and procedures to this reality.

Furthermore, the project was intended to provide Central American governments and other relevant players within the region, with a dependable, truthful analysis on the current state of migration management. This should enable government authorities, OCAM, and the Puebla Process, to formulate effective programmes to strengthen and bring the region's Migration Agencies up to date.

**Expected Outcomes:** A body of up-to-date, systematized information on the state of migration management in Central American countries, both in Migration Agencies' administrative offices and in airports and riverine, maritime, and land border posts.

This report will serve as input for the Central American Governments, OCAM, the Puebla Process, IOM, and other governmental and non-governmental organizations. It contains comments on the current state of migration management in the region, as well as recommendations to strengthen Migration Agencies. These are based on the experience and information collected through fieldwork and analysis of documentation on current migration policies and legislation; inspection procedures on entries and exits; and monitoring of residence permits and stay periods of foreign citizens, migration information records, inter-institutional coordination, and existing infrastructure in airports and riverine, maritime, and land border crossings.

**Project Activities:** Interviews with Migration authorities and officials working at administrative headquarters and regional offices, and at border crossings authorized to handle the international movement of people.

Observation of migration movements in administrative headquarters, and the circulation of persons and vehicles at border posts.

# OUTCOMES

The information gathered throughout the region made it possible to learn about the state of migration management in Central America, and make recommendations aimed at strengthening Migration Agencies.

In addition to serving as an input for Central American governments, OCAM, the Puebla Process, IOM, and other players that are relevant in terms of the region's migration flows, this Report may serve to discuss the priorities for the future design of international cooperation programmes, as well as for decision-making by governments involving such aspects as:

- Designing and enforcing migration policies and legislation;
- Modifying the inspection procedures involving the entry and exit of people, resident permits and length of stay of foreign citizens;
- Upgrading migration information systems;
- Achieving a desirable coordination among institutions, and
- Improving the infrastructure for the international movement of people.



# ACTIVITIES

The Project's Executing Agency was the International Organization for Migration, whose Regional Office for Central America and Mexico is based in San José, in the Republic of Costa Rica. The support provided to the consultants by migration authorities from the countries covered by the study is worth noting.

Two consultants conducted the research, whose work included Migration Agencies' administrative headquarters and regional offices, as well as airports, riverine and seaports, and land posts and bridges authorized to handle the international movement of people, in each of the countries covered by the project. Furthermore, documental information on current regulations, the structures of Migration Agencies, and geographical location of the sites authorized for the international movement of people, was collected in said countries.

The consultants also compiled information on inspection procedures involving:

- Entries and exits, resident permits, and foreigners' stay periods in the countries;
- Systems implemented to record migration information;
- Inter-institutional coordination, and
- Infrastructure conditions at airports, riverine, maritime, and land borders.

Moreover, the institutions in charge of assisting and protecting deported migrants provided data on the movement of people to North American countries.

Information was always collected through the following modalities:

- a) Analysing the current structure, regulations, procedures, and migration forms;
- b) Interviewing authorities and officials of Migration Agencies, both at administrative headquarters and regional offices, and at border posts authorized for the international movement of people;
- c) Observing migration activity in administrative headquarters, and the circulation of people and vehicles in border posts, and
- d) Interviewing the staff of institutions in charge of assisting and protecting deported migrants.

## **STATE OF AFFAIRS AND SPECIFIC RECOMMENDATIONS**

A significant body of relevant information on the current state of migration management in Central America was gathered in the course of the project's activities. The research also has provided in-depth knowledge about the realities prompting migration flows from and toward the region, regardless of the governmental measures to control the phenomenon.

The Central American situation concerning migration movements is certainly complex and affects all countries in one way or the other, whether they are sending countries, transit countries, or destination countries of regional and extra-regional migration flows. Social inequalities in development processes within and among the countries serve to explain the current movements.

Having overcome the forced population movements due to war, political instability, and natural disasters – and without any ongoing racial or religious conflicts – migration flows within and toward the outside of the region continue to take place as a result of existing differences among the economic and social development of the countries. This is especially the case of to the United States of America, and to a lesser extent Mexico and Canada.

Exclusion to which Central American migrants are subject to in their countries of origin due to economic factors, and the restrictions imposed to their entry and permanent residence in transit and destination countries, encourages the growth of clandestine migrations and trafficking of people. Such situations result in migrants being rejected at border posts and subsequently being expelled and deported from receiving countries.

To this complex situation – brought about by international movements of Central Americans – one should add the problems caused especially by nationals from Asian and South American countries using the region as a transit zone on their way to Mexico, the United States, or Canada, and whose entry is in certain cases facilitated by the elimination of a consular visa required in advance.

It is worth commending the attitude of countries that support Non-Governmental Organizations assisting deported or expelled migrants. This assistance aims to address the consequences of the problem, and while this is not the solution it does contribute effectively to protect migrants returning to their countries in an overly precarious situation, and supports their social reintegration.

Geographical conditions that facilitate crossing the borders through places not authorized for the international movement of passengers favor the entry and transit of undocumented immigrants – whether individually or in groups – assisted by organizations involved in trafficking, by local inhabitants, and at times without any help at all. Other contributing factors are the limitations imposed by Migration Agencies, and the lack of personnel, communication and transportation means, and financial resources to effectively perform their duties.

It is worth adding that the high fees charged by migration agencies for exit inspections, the fines charged for illegally staying in the countries, and the possibility of being prevented from re-entering the country, also encourage migrants to cross borders by irregular means. These are the main causes for migration statistics to usually yield higher numbers of foreigner entries than exits.

The treatment undocumented migrants are given by traffickers and authorities within and outside the region is an issue of major interest, and is a responsibility for all Central American alike.

Comments on the aspects selected for the evaluation of the current state of migration management in Central America are elaborated in the following sections.

## MIGRATION POLICIES AND LEGISLATION

Migration policies in Central America lack any specific formulations stating State's aspirations regarding foreigners settling in their territories. Such policies must be inferred from the regulations and procedures established through current legislation and which, as a standard characteristic, are inspired in restrictive conceptions that do not take account of the reality they are intended to manage.

The research confirmed the existence of initiatives to modify current migration legislation in most countries of the region. In many cases, the legal texts have been completed and the bills will soon undergo legislative proceedings. However, these initiatives have been launched without the necessary regional coordination to define common migration policies. It is not possible to ignore the difficulties facing these processes. However, this may be regarded as an important opportunity for the region to harmonize not only migration policies, but also basic procedures that might contribute to update migration management, and render it more efficient.

## REGIONAL MECHANISMS TO COORDINATE MIGRATION POLICIES: THE PUEBLA PROCESS AND OCAM

The Regional Conference on Migration or Puebla Process, which is the concrete outcome of the 1996 Tuxtla II Presidential Summit, constitutes an innovative way to face the region's migration-related challenges and design coordinated actions involving all member countries. Its strengthening and continuous work constitute a strategic guideline.

Likewise, strengthening regional bodies such as the Central American Commission of Migration Directors (OCAM), the Information System on Migration in Central America (SICA) and the Virtual Secretariat, may undoubtedly contribute to reinforce institutional coordination efforts involving policies and procedures, as the Central American migration situation so demands.

Overcoming the difficulties surfacing with the implementation of formal agreements is vital in the field of migration flows.

## IDENTIFICATION OF NATIONALS AND FOREIGN RESIDENTS AND MIGRATION-RELATED PROBLEMS

Although identifying and documenting nationals has no immediate impact in terms of the migration situation, the conditions verified in some countries make it critical to begin the processes aimed at documenting the whole of the national and foreign resident population in each country. This process should envision documenting individuals at birth, and updating the identity card they are given when they come of age. The creation of fingerprint records is essential.

In the case of foreign citizens, they should be provided with an identity card immediately upon receiving the residence permit. This is crucial for the purposes of issuing duplicates, renewals, and other documents like passports, so the applicant's identity may be determined beyond any doubt.

Moreover, it is thought to be essential that institutions in charge of providing identity cards for nationals be solely responsible for documenting foreigners as well, although that should not preclude Migration Agencies from issuing certificates to those granted permanent or temporary residence permits.

Although important security measures are taken to avoid forgery of passports, the identity they establish may still not correspond to that of the bearer. In fact, having a birth certificate – although it may belong to someone else – would allow a person to obtain an identity card, and in turn a passport.

It would be appropriate to discuss the convenience of keeping Migration Agencies empowered to issue passports to their nationals, as is the case in some countries of the region.

Identity cards granted to nationals and foreigners alike should be laminated and their issuing should involve certain security measures as to avoid forgery. As a matter of fact, officials interviewed in charge of the inspection of documents – especially those who control the entry and exit of people – are aware of the existence of forged passports. Some of these passports were analysed, supposing they were authentic due to their characteristics. In many cases, personal information of the bearer was true – except for nationality. Holders of these forged passports come from countries outside the region, and they use Central American passports because it is easy to travel through the isthmus, which enables them to get to the Mexican border without any major inconveniences. In other cases, forged passports belong to nationals of countries who are not required to obtain a visa either prior to their entrance or upon consultation in order to enter certain Central American countries.

It is worth noting the differences among the countries of the region with respect to requiring consular visas prior to the traveller's entry. This requirement is imposed on nationals from certain countries, and making it a standard across the region seems essential in the context of the regional integration process. This would prevent entry conveniences provided by some countries from becoming an incentive for the transit of undocumented persons in detriment of other countries.

## REGIONAL POLICIES TO FACILITATE THE MOVEMENT OF PEOPLE: THE MANAGUA AGREEMENT (CA4)

The Managua Agreement, which was adopted by the Presidents of El Salvador, Guatemala, Honduras, and Nicaragua on April 22, 1993 in Managua, Nicaragua, provided for the creation of a system to facilitate the movement of people. It is the only regional instrument currently in force that sets forth a policy to facilitate the movement of people. However, not all regional countries have signed the agreement. During OCAM meetings, countries that have signed the CA4 agreement have reiterated their invitation to sign it to those countries that have not adopted it yet.

Its aim is to facilitate the movement of nationals through the signatory countries without requiring a passport or visa, whose functions are instead supplied by a valid identity card from the respective country, and an application form as provided for in the Agreement. Travellers are authorized to a 90-day, non-extendable stay in the region, without any territorial limitations.

However, some countries have imposed time and territorial limitations that were not provided for in the Agreement. It is then of utmost importance that signatory parties communicate any *de facto* modifications they may have made to their counterparts. The main objective of this would be, on the one hand, to bring about the necessary rectifications, and on the other hand, that migrants be aware before their journey of the admission requirements in each member country, and especially of the time and territorial limitations conditioning their entry.

The form given to the beneficiaries of the Agreement's varies in size and content depending on the country. Moreover, the legends on admittance conditions are printed on the form's obverse, thus taking part of the place needed for entry and exit stamps.

Reviewing the Agreement is thought to be appropriate in order to adjust it to current requirements, and design a standard form for all signatory parties that includes the necessary spaces for entry and exit stamps.

Notwithstanding the above, a suggestion is made to replace this form by an Boarding/Disembarking Card (it should be called Entry/Exit Card, or Arrival/Departure Card), since acceptance of the citizen identity card as a travelling document instead of requiring the passport and visa facilitates the movement of people. Thus, the CA4 Form is only an instrument to prove the traveller's legal entry and stay in the receiving country.

## INSPECTION OF ENTRIES AND EXITS

Attention provided by migration officials is in general terms quick and efficient.

### **Inspections at Airports and Land, Riverine, and Maritime Border Posts**

**Land Posts:** The interviews confirmed existence of the political will among a number of governments to promote a standardization of border inspections. This would be done in land crossings from neighbouring countries that, because of their infrastructure and traffic, are thought to be adequate to conduct a trial.

The main objective of this standardization of border inspection in land posts is to facilitate the control and transit of people and vehicles through the borders. It would avoid the inconveniences that are suffered by users – waiting times – and by the border officials – accumulation and duplications of tasks – because of current procedures in most border land posts throughout the region. In fact, the documentation (for people and vehicles) is double-checked: subject to control by migration and custom officials in both, the origin and receiving country.

In spite of the political will, the idea of focusing all inspection-related actions in the territory of one of the countries involved (single inspection), has generated resistance among several social sectors of the other country, who feel this would threaten the continuation of their work in areas near the inspection posts which would stop operating.

Making headway with these experiences seems highly beneficial in terms of regional integration efforts and the priority objective of facilitating the movement of people and vehicles that would be subject to a single, joint inspection. This could also be attained by keeping both posts operating (unified inspection), by having the officials move between the two countries. This modality is recommended to avoid resistance from the social sectors that would feel negatively affected, and which would attempt against the achievement of a rather crucial objective.

It is worth noting that both single and unified inspections should include not only passenger documentation, but also their belongings and vehicles. Standardizing only migration inspections without also including customs and sanitary inspections would attempt against the facilitation actually sought, or at least it would make it only partial.

**Riverine and Seaport Posts:** With regard to riverine and seaport stations, Migration Agencies are overall well staffed to deal with cargo ships, fishing vessels, and small passenger boats.

However, research has shown that the number of migration officials is insufficient to inspect large tourist cruise ships. This hinders an effective, fast inspection and leaves users with a sense of inefficiency among Migration Agencies.

Bearing in mind that these visitors stay in the country for only a few hours to go on scheduled tours, it would be advisable to perform migration inspections of the passengers and crew in the course of the voyage (maritime traveller monitoring). This modality would facilitate the procedures without making inspections less effective.

**Air-Flight Inspections:** Passenger inspections during air flights may be regarded as the most efficient, due to the characteristics of airports and the number of security personnel and Migration officials.

A so-called “invisible” inspection of departing passengers was introduced to regulate exits at airports. This procedure eliminates migration inspections of documents, and puts airline staff in charge of verifying such documents and the exit card prior to passenger boarding.

Though this method of inspection tends to speed up passenger boarding and facilitates processing their documents, it would be convenient to establish supervision mechanisms for migration authorities to implement. It would also be advisable to hold periodic training and upgrading

workshops for airline personnel, bearing in mind that they are responsible for inspecting the exit documents.

### **Office Hours at Places Authorized for the International Movement of People**

Research has shown that in general terms Customs and Migration schedules at land border crossings do not coincide with the crossings' opening and closing times, and not all the inspection entities operate or have a guard duty 24 hours a day.

In this regard, it is essential to standardize schedules and consider the possibility of maintaining certain crossings open 24 hours a day, in cases justified by their movement – especially those posts located along the Inter-American highway that crosses Central America.

Such coordination efforts must not be limited to entities from a single country, but rather become extensive to the authorities from neighbouring countries charged with border-post inspections, provided that the differences in office hours on both sides of the border are verified.

In sea and riverine ports, work hours are subject to the arrival and departure of crafts. This poses no difficulties, as arrivals and departures are communicated to migration authorities with enough time in advance, and shifts are scheduled so as to deal with contingencies. The same applies to airports, where flight scheduling allows Migration Agencies to adjust schedules and shifts to provide the service.

### **Inter-Institutional Coordination**

It would be appropriate to create a coordinating commission to operate on a permanent basis. This commission should be made up by representatives of all entities in charge of the inspections at the places authorized to handle the international movement of people. Its mission would be to address issues of interest to all the authorities involved.

Interviews have revealed that Customs officials at land border posts surveyed decide on the use of the facilities and the times they are open to handle the movement of people and vehicles, thereby making the work of other inspection authorities conditional on their decision. Likewise, airport and port administrators usually decide on space allocation and internal circulation, both of which affect the work of migration authorities.

### **Entry/Exit Card**

The contents and size of this control instrument vary depending on the country. It would be convenient to standardize these aspects to facilitate the card's equal use throughout the region, bearing in mind that transportation companies are the major providers.

The possibility of requiring less information from passengers should also be considered, restricting it to that included in their travelling documents, as these are the ones to be actually checked when performing migration inspections.

Another recommendation would be to use chemically treated paper instead of carbon paper in the production of these forms.



## **Tamper-Proof Stamps and Inks**

Research has shown that in many countries no tamper-proof stamps are used to stamp arrivals and departures on travelling documents. While the intention exists and there are plans to do this in some borders, use of such stamps and special inks should be a standard practice throughout the region with aimed at preventing forgery.

Another problem relating to stamps is that, according to the migration categories and subcategories provided for in the respective legislation, they fail to state foreigners' entry status and stay period. Neither do they appear hand-written, so foreign citizens do not know their entry status and the length of time they are authorized to stay in the country, and their resulting rights and obligations.

## **DEPORTATIONS AND EXPULSIONS**

Generally speaking, deportations and expulsions include the mandatory departure of undocumented foreigners from the countries of the region, as well as the forced return of Central American nationals from North American countries.

### **Deportation or Expulsion of Foreign Citizens**

Serious difficulties were found in the enforcement of writs of deportation when foreigners are not nationals from a neighbouring country, and especially when they are nationals of countries outside the region. The major obstacles in this regard are: the lack of economic resources to enforce such writs; the delays of consular authorities to document their nationals; and the governments' refusal to grant transit visas for deportees to pass through their territories on their way back to their countries of origin or residence. As a result, these foreigners are detained until they are actually expelled as ruled, and such detentions may result unjustifiably long in the cases of mere offences to migration regulations.

In addition to providing assistance to governments, IOM has formulated, in response to request from OCAM and CRM, projects for regional and extra-regional returnees, that can provide migrants with some assistance. These projects are under consideration for their financing.

### **Deported Nationals**

Clandestine, irregular immigration to North American countries and to some countries of the region has led to immigrants being deported. The seriousness of the situation transcends the sole aspect of migration, turning it into a social problem.

When undocumented Central Americans are deported from the United States of America, they are sent back directly to their countries of origin on special aircrafts. Deportees returning from Mexico are sent to the nearest Central American borders – the Guatemalan and Belizean ones – regardless of their nationality. This includes extra-regional migrants.

Programmes to receive nationals deported from the United States have been launched in the Republics of Honduras and El Salvador. These programmes are a valuable contribution to the returnees' social and occupational reintegration. Notwithstanding the benefits of these programmes, upon their arrival some deportees have been known to attempt to re-enter illegally the countries they were expelled from.



## TRAFFICKING OF PEOPLE

The factors contributing to committing this crime are so numerous that they escape the mere intervention of Migration Agencies, requiring the participation of other State Institutions to combat it.

While there are organizations devoted to the trafficking of people, some inhabitants of the border-town play a significant role in keeping this illegal activity going. Because they know the area so well, these persons help undocumented migrants cross the border by going through so-called “blind spots”.

It would be appropriate to include the criminal concept of trafficking of people in the countries still lacking migration legislation on this topic.

## REGULATION OF STAYS AND RESIDENT PERMITS

Regulation actions performed by Migration Agencies are not sufficiently effective to discourage undocumented migrants from settling down and working in the countries they migrate to.

Aspects such as lack of sufficient personnel, the meagre amounts of fines, the intervention of authorities that are not competent in migration matters to carry out the procedures, and the failure to profit by the amounts received for their services, turn the work of Migration Agencies ineffectual and should be promptly modified.

Foreigners with permanent resident permits may forfeit them if they remain out of the country for longer than established by current migration regulations, which are often the common foundation of the legislation in the region and elsewhere in the world.

Migration Agencies are compelled by law to perform these inspections. However, they are not performed using the information from arrival and departure records. Instead, foreign citizens are required to periodically renew their residence cards, thereby producing an unnecessary load of work.

## LOCAL BORDER-AREA MOVEMENT

The crossing of land borders by people who live in the neighbouring communities represent a significant population movement. Therefore, a special regime has been created within the framework of migration legislation to allow the entry of nationals from neighbouring countries, providing them with certain conveniences in terms of documentation that allows them to stay in transit in the neighbouring country, albeit with time and territorial limitations.

Foreigners normally obtain a so-called “local pass” in their country of origin, which they are required to present in the receiving country. This practice would seem unnecessary, as the sole accreditation that they come from a border town should provide sufficient grounds for the receiving country to admit them under this category and grant them a pertinent proof of their entry.

Some countries maintain a daily entry quota, apparently with no legal basis whatsoever. It seems paradoxical that this quota be established by the country of origin instead of the receiving country. In practice, such quantitative restrictions come down to granting a limited number of the local passes.

## SEASONAL WORKERS

Agricultural workers who work seasonally represent an important amount of the historical migration flows between some countries of the region. Information gathered confirms that migrants employed as seasonal workers lack a migration status that allows them to work legally in the receiving country. This study has identified the need of deepening the knowledge of this type of movement. Thus the need to establish a regime to provide for their arrival. This regime should be simple, and be free of charge for foreigners while involving a charge for employers, so there are no grounds to justify workers' entry and employment under unlawful conditions. This should not preclude governments from determining in advance the need to hire a local workforce, for instance, by means of reports produced by entities in charge of labour matters.

## MIGRATION INFORMATION RECORDS

It is necessary to recover information records, especially concerning residence permits, as well as entry and exit restrictions. In many cases this should be done promptly.

Information from Migration Agencies may serve as a reference to design policies and strategies. Supplying migration agencies with a computer network seems essential to record and recover such data in real time.

### **Residence Permits**

Although in all the countries the legislation provides for the registration of foreign citizens residing in the country, such information is not always up-to-date or accessible. This is because neither the granting nor the cancellation of residence permits is promptly recorded. Nor are these procedures communicated to the authorities that should be kept informed about any such news.

### **Entries and Exits**

Information is not always readily entered to the records and in the place where it is obtained, since countries lack the necessary means and information systems. In some cases, entries and exits are recorded on registers so the information must be subsequently processed, something usually done at the main offices of Migration Agencies.

Overall, statistics show higher numbers of entries than exits. This does not necessarily mean foreign travellers stay illegally in the receiving countries, nor does it mean that they obtain residence permits. Instead, quite often they leave the country covertly in order to avoid paying exit fees. Consequently, the statistics obtained from the information recorded may lead to erroneous, unrealistic interpretations.

## **Entry and Exit Restrictions**

Entry and exit restrictions are recorded differently throughout the region, e.g. through information systems or on manually recorded registers. Data may not always be updated in a timely and adequate fashion to eliminate and include new entries and exits, due to the lack or deficiency of communication means. Thus, the regular mail is often used, with the resulting delay to maintain informed all border stations authorized for the international movement of people. The failure to promptly record this information may be detrimental to both passengers and entities in charge of inspection.

## **MIGRATION AGENCIES**

### **Budgetary and Economic Resources**

In addition to the funds allocated in the national budget for Migration Agencies, at present they have two sources of funding: a) Fees charged for the provision of their services; and b) Fines on account of infringements to the current migration legislation. Fees and fines are expressed in fixed values as they were established in the current legislation, so they are out of date as a result of the inflation that all regional economies are facing.

Furthermore, in many cases Migration Agencies are not authorized to administrate the whole of the funds they collect. In addition, the funds for them allocated in the budget are insufficient to realistically meet their needs.

Fixing fees and fines using parameters so they are automatically updated is thought to be essential, as is empowering Migration Agencies to manage the funds they collect and use them to meet their specific objectives.

**Fees:** Except if it were of public interest for Migration Agencies to provide their services free of charge, such services should be matched with the payment of a fee. This fee should be high enough to cover the costs of the service, and yet not too high to encourage people to evade payment or lead to unwanted consequences – i.e., favouring the unlawful movement of people across the borders and their illegal stay in the countries of the region.

Moreover, these amounts should not be different if they are charged to nationals or to resident or non-resident foreigners, given that they are all provided with the same services.

In a number of countries travellers pay an entrance charge and an exit charge. Although collected by migration authorities, these fees are not allocated for Migration Agencies, but rather for other entities that do not provide their services to travellers. Migration Agencies should not act as collecting agents for other public institutions, since this compromises their actual duties.

At times payment is not made in cash but rather by previously buying postage stamps that State Entities do not always have for sale, so they must be bought from individuals who sell them at prices higher than their nominal value. This collection method, which does not always correspond to the charges for migration services, may create problems due to the reutilization of stamps that were not duly cancelled. Hence, it would be advisable to have such fees paid in cash at institutions such as banks or Migration Agencies themselves.

To facilitate the movement of persons, it might be worth considering the possibility of arranging with transportation companies to collect exit charges when tickets are sold, in their capacity as collecting agents. In this case, a method would have to be devised for such companies to be accountable to final recipients for these funds.

**Fines:** Criteria to establish fines should be different from those used to establish fees, since their main objective is to discourage people from infringing the current migration legislation.

Migration flows in the region are basically induced by economic factors. The main objective of migrants is to attain in another country the means for survival they cannot attain in their own, or improve their living standards motivated by unemployment or poor salaries. For their part, employers view migrants as the sole source of labour force available for certain jobs that nationals no longer take, or as a possibility to cut costs and thus benefit by hiring them for lower salaries due to their status as undocumented. In this case, migrants are the weaker party, and therefore they are usually hired to work under unfavourable conditions. In fact, termination of the working relationship due to the intervention of Migration Agencies – though not exclusively – may lead not only to their deportation, but also to their not being paid for their work.

One way to avoid contracting foreigners under such conditions – and thus discourage them from working under irregular conditions – is to impose fines on employers that are sufficiently high as to attain this objective, while also safeguarding the rights of foreigners.

It is essential to recognize that foreigners are hired inasmuch as there is a demand for labour force in certain sectors of the economy, or at certain times of the year. Thus, combating this practice might result in greater harm for certain workforce sectors in particular and for the economy at large, than it would intend to impede. That is why it is also crucial to regulate the entry of this particular category of foreign workers (See Item 10, Seasonal Workers).

Since most governments are drafting bills to amend their legislation, it would be beneficial to include these aspects. Otherwise, specific laws could be enacted to provide for a regime to update fees and fines in an expedite fashion and on a permanent basis so as to avoid their becoming obsolete, and which empowers Migration Agencies to manage the funds collected.

The specific characteristics of the activities of Migration Agencies, the working conditions of their border-post agents, and the swiftness required to make some decisions, merit considering the possibility of empowering them to administrate at least part of the resources they produce.

### **Delegation of Functions and Powers**

Functions and powers are significantly concentrated in the main offices of Migration Agencies, and in some cases in higher-ranking authorities than the Migration Director. This often creates unnecessary delays when resolving any proceeding.

Migration administrative proceedings cover different stages. Thus, applications are introduced, processed, ruled, and delivered. Foreigners may also ask for advice regarding such applications.

Functions and powers may be delegated to the extent that each official in charge deems it convenient, especially concerning residence permit applications. Apart from the main offices, some migration offices are exclusively devoted to issuing passports for nationals. In principle, these

offices could be used to provide advice on on-going procedures, and introduce applications or deliver the rulings. This way foreigners would avoid having to go from their places of residence to the main offices, and at the same time the main offices would improve the services they provide.

### **The Police and Other State Entities in Their Role as Migration Aides**

The contribution of institutions such as the Police and Labour Entities or their equivalents would be very useful to carry out certain migration-related tasks, taking into account that Migration Agencies' operating capacities are surpassed, at times because their organic structure is insufficient, and at times because it does not enable them to cover the entire national territory.

Both the Police and the Labour Entities or their equivalents usually detect, as a result of their own work, situations involving undocumented foreigners and providers of accommodations and work, in violation of current migration regulations. In addition to delegating certain functions to enable them to intervene and start the corresponding procedures, the information these entities may provide to migration authorities might make up for these deficiencies.

## **INFRASTRUCTURE**

Evaluation on the infrastructure included the facilities themselves, and aspects such as their location, the circulation of people and vehicles with respect to the location of inspection posts; and control methods.

### **Airports**

Most airports have an adequate infrastructure for the purposes of migration inspections, except for some with a scant traffic of passengers. However, not all of them have restricted circulation areas for passengers in transit, especially those who must meet requirements such as having entry visas, which must be processed in advance. Regarding passenger circulation sectors, it would be worth considering the possibility of separating arrivals and departures in some airports.

### **Riverine Ports**

Only one riverine port was visited, which makes it impossible to make a generalized assessment. Nevertheless, the precarious conditions observed in this dwelling/office, the unsafe conditions for the single migration official appointed there, and the lack of communication and transportation means to its avail – all aggravated by the fact that the official is the only authority in the port – make it advisable to adopt all measures possible to improve this situation, both in this particular case and in any similar ones.

### **Seaports**

Infrastructure in the places covered by the study is in general terms appropriate, bearing in mind that the transportation means subject to inspection make it possible for offices to operate outside the port area, since vessel arrivals are scheduled, or shipping agents notify arrivals in advance.

Passenger and crew documentation should be inspected before they are authorized to leave the transportation means, instead of waiting for them to come to the migration office – as is the case in some of the places visited – thus leaving it up to the passengers and crew to undergo the inspection.

### **Land Posts and Bridges**

The areas destined to the movement of people and vehicles, and migration offices at all land border posts have some characteristics in common that are worth commenting. Topographic conditions, around almost all crossings, facilitate the existence of sites unauthorized for the international movement of people. Migrants cross over the borders through these “blind crossings” or “blind spots”, carrying merchandise with them. In some cases they even use vehicles without facing any major difficulties.

The areas destined to the movement and border inspections are occupied by commercial establishments, makeshift stands and market places that operate when the traffic is most intense, and their activities bear no relation to the work of inspection entities. This also includes brokers or go-betweens, moneychangers, and all kinds of vendors, all of whom threaten the effectiveness of inspections, and also hamper the free movement of persons and vehicles.

In some land posts, the location of migration offices on both sides of the border reduces the effectiveness of inspections, since it facilitates moving between the countries without having to go through entry and exit migration inspection. Although police authorities in some countries operate inland inspection posts away from the main border posts, these are not always effective, as there are ways to avoid them even if they are located along the only existing route.

There are different kinds of facilities used for inspection purposes. In some cases they are used as both offices and dwellings, and while some of them are precarious – lacking restroom facilities and electricity – others have been built recently and are well fitted out to accommodate the staff. Nevertheless, many of them are still inadequate for inspection purposes.

### **Equipment**

Almost all land border posts are under-equipped. In addition to the fact that some of them lack telephones, faxes and computers, those that do have such equipments face constant difficulties to link with the centres that have the data they need to offer an efficient service.

Due to the characteristics and activities of inspection stations, it would be appropriate for officials working in land border crossings to have a vehicle to their avail, so as to perform their duties more effectively.



## GENERAL RECOMMENDATIONS AND CONCLUSIONS

The research revealed a whole series of problems that are common to all Central American countries, in aspects such as current legislation, inter-institutional coordination, the treatment of migration-related information, existing infrastructure, staff training, and so forth. Without disregarding each country's specificities in all these aspects, it is worth defining some general guidelines for future joint actions aimed at strengthening migration management.

Future cooperation policies and programmes should address migration-related problems from the point of view of regional integration, and in accordance with efforts to strengthen and bring Migration Agencies up to date

Bearing in mind that the Puebla Process views the countries of the region as countries of origin, transit countries, and destination countries of migration flows – and that local administrations must address the issue with a regional cooperation approach – comments on the current state of migration efforts in Central America and recommendations aimed at strengthening Migration Agencies are aimed at developing the necessary mechanisms to coordinate efforts of governments, the private sector, and International Organizations involved in migration-related processes.

The following guidelines fall within this context:

- National initiatives to amend current migration legislation should be considered within the framework of OCAM, thereby encouraging the creation of a forum to discuss the issue, with a view to harmonizing these processes and the procedures resulting from them.
- As mentioned above, the lack of resources for migration management is a widespread problem in the region. While the greatest limitation comes from the amount of resources allocated for Migration Agencies in the national budget, in some countries the problem might be alleviated by redefining the amounts and destination of the fees charged for their services, as well as the fines for infringing the current legislation.
- With a view to optimizing migration management in the region, another recommendation would be to document both national and foreign citizens. This would put a stop to the forgery of migration documentation because identity documents are processed in advance and without any appropriate security measures.
- The political will of the governments to speed up arrival and departure inspection procedures at border crossings and make them more efficient, constitutes a key opportunity to design and implement a comprehensive set of measures. This requires the creation of coordinating committees in each country, to be made up by representatives from the entities involved in migration management, as a step prior to the creation of binational, and even sub-regional coordination mechanisms.
- A recommendation is made to take the necessary steps to optimize enforcement of the CA-4 Presidential Agreement. Because the Agreement aims to facilitate the movement of people, it would be convenient to discuss the appropriateness of replacing the

CA-4 form with the entry/exit card, insofar as this measure would not attempt against the spirit of the Agreement, and would facilitate adjusting its scope to current regional migration trends.

- It seems fitting to include the criminal concept of Trafficking of People in the legislation of the countries that have not done so yet. In implementing this measure, the necessary differentiation between traffickers and victims of trafficking would have to be made, since it is only the former who are subject to penalties.

In spite of the challenges posed by the design of comprehensive migration-related actions and programmes for implementation at a regional and sub-regional level, the existence of regional entities with a competence on migration matters such as OCAM and the Puebla Process, provides the framework for such initiatives to become feasible. The strengthening and continuation of these discussion and coordination forums undoubtedly provides a propitious background to advance in this direction.



# ANNEXES

The following annexes are an integral part of this final report:

Annex 1: Chronology of the Interviews

Annex 2: Maps of Administrative Offices and Posts Surveyed that Are Authorized for the International Movement of Persons

Annex 3: Organizational Charts of Migration Agencies

Annex 4: Migration Forms



# ANNEX 1

## CHRONOLOGY OF THE INTERVIEWS

A detailed Chronology of the interviews conducted at the offices in all countries of the region is presented in this Annex, specifying the names of all officials interviewed.

Date: 18 September 2000  
Country: REPUBLIC OF COSTA RICA  
Office: JUAN SANTAMARÍA INTERNATIONAL AIRPORT  
Official interviewed: Luis MESEGUER – Chief of Migration

Date: 19 September 2000  
Country: REPUBLIC OF COSTA RICA  
Office: REGULATION OF STAYS SECTION  
Official interviewed: Teodoro CORTÉS

Date: 19 September 2000  
Country: REPUBLIC OF COSTA RICA  
Office: INSTITUTIONAL PLANNING DEPARTMENT  
Official interviewed: Joaquín VARGAS

Date: 19 September 2000  
Country: REPUBLIC OF COSTA RICA  
Office: INFORMATION SYSTEMS DEPARTMENT  
Official interviewed: Mariela QUIRÓZ

Date: 19 September 2000  
Country: REPUBLIC OF COSTA RICA  
Office: DEPARTMENT OF RESIDENCE PERMITS  
Official interviewed: Mercedes BEVACQUA

Date: 19 September 2000  
Country: REPUBLIC OF COSTA RICA  
Office: REGIONAL COORDINATION SECTION  
Official interviewed: Ana Ruth MÉNDEZ

Date: 19 September 2000  
Country: REPUBLIC OF COSTA RICA  
Office: INFORMATION SYSTEMS DEPARTMENT  
Official interviewed: Mariela QUIRÓZ

Date: 19 September 2000  
 Country: REPUBLIC OF COSTA RICA  
 Office: PASO CANOAS  
 Border: Costa Rica – Panama  
 Official interviewed: Carlos VIALES

Date: 20 September 2000  
 Country: REPUBLIC OF PANAMA  
 Office: PASO CANOAS  
 Border: Panama – Costa Rica  
 Official interviewed: Official in charge of the crossing

Date: 21 September 2000  
 Country: REPUBLIC OF PANAMA  
 Office: DAVID AIRPORT  
 Officials interviewed: QUINTERO LUNA – Regional Chief  
 Madeleine CANDANEDO – Inspector

Date: 22 September 2000  
 Country: REPUBLIC OF PANAMA  
 Office: MIGRATION DIRECTORATE  
 Officials interviewed: Deputy Director of Migration  
 Legal Advisor

Date: 22 September 2000  
 Country: REPUBLIC OF PANAMA  
 Office: PANAMA AIRPORT –TOCUMEN  
 Official interviewed: Official in charge of Migration Inspections

Date: 24 September 2000  
 Country: REPUBLIC OF PANAMA  
 Office: PASO GUABITO  
 Border: Panama – Costa Rica  
 Official interviewed: No interviews were conducted

Date: 24 September 2000  
 Country: REPUBLIC OF COSTA RICA  
 Office: SIXAOLA BORDER POST  
 Border: Costa Rica – Panama  
 Official interviewed: Yesenia MORA VALVERDE

Date: 25 September 2000  
 Country: REPUBLIC OF COSTA RICA  
 Office: SEA PORT OF LIMON  
 Official interviewed: Ignacio MORALES – Chief of the Regional Office

Date: 28 September 2000  
Country: REPUBLIC OF HONDURAS  
Office: MIGRATION DIRECTORATE  
Officials interviewed: Reyna Margarita OCHOA de GAEKEL – Director  
Gustavo Adolfo MALDONADO VÁZQUEZ –Deputy-Director  
Juan José BARAHONA – Advisor

Date: 28 September 2000  
Country: REPUBLIC OF HONDURAS  
Office: IMMIGRATION DEPARTMENT  
Official interviewed: Julio HERNÁNDEZ

Date: 28 September 2000  
Country: REPUBLIC OF HONDURAS  
Office: INFORMATION SYSTEMS DEPARTMENT  
Official interviewed: Alejo CHANG

Date: 28 September 2000  
Country: REPUBLIC OF HONDURAS  
Office: TEGUCIGALPA AIRPORT  
Official interviewed: Julio ÁLVAREZ – Migration Delegate

Date: 28 September 2000  
Country: REPUBLIC OF HONDURAS  
Office: CENTRO DE ATENCIÓN AL MIGRANTE  
(Non-Governmental Organization)  
Official interviewed: Official in charge of the Center

Date: 29 September 2000  
Country: REPUBLIC OF HONDURAS  
Office: LAS MANOS BORDER POST  
Border: Honduras – Nicaragua  
Official interviewed: Roberto Jesús SANTOS

Date: 29 September 2000  
Country: REPUBLIC OF NICARAGUA  
Office: LAS MANOS BORDER POST  
Border: Nicaragua – Honduras  
Official interviewed: Francisco MORALES – Deputy Chief

Date: 2 October 2000 (The interview was scheduled but cancelled as access was not possible following the Hurricane)  
Country: REPUBLIC OF HONDURAS  
Office: GUASAULES BORDER POST  
Border: Honduras – Nicaragua

Date: 2 October 2000  
Country: REPUBLIC OF HONDURAS  
Office: SEA PORT OF CORTES  
Official interviewed: Mario Edgardo PACHECO

Date: 2 October 2000  
Country: REPUBLIC OF HONDURAS  
Office: SAN PEDRO SULA AIRPORT  
Official interviewed: Marco Tulio ARCA SARAVIA

Date: 3 October 2000  
Country: REPUBLIC OF HONDURAS  
Office: EL POY BORDER POST  
Border: Honduras – El Salvador  
Official interviewed: Araceli del Carmen PACHECO

Date: 3 October 2000  
Country: REPUBLIC OF HONDURAS  
Office: AGUA CALIENTE BORDER POST  
Border: Honduras – Guatemala  
Official interviewed: Rodolfo SOLÓRZANO

Date: 3 October 2000  
Country: REPUBLIC OF GUATEMALA  
Office: AGUA CALIENTE BORDER POST  
Border: Guatemala – Honduras  
Official interviewed: Mario René CARDONA QUIÑONES

Date: 5 October 2000  
Country: REPUBLIC OF HONDURAS  
Office: EL AMATILLO BORDER POST  
Border: Honduras – El Salvador  
Official interviewed: Rosendo ÁLVAREZ – Official in charge of the post

Date: 5 October 2000  
Country: REPUBLIC OF EL SALVADOR  
Office: EL AMATILLO BORDER POST  
Border: El Salvador – Honduras  
Official interviewed: Filma GANUZA – Migration Delegate

Date: 6 October 2000  
Country: REPUBLIC OF EL SALVADOR  
Office: SOYAPANGO BORDER POST  
Official interviewed: Roana Eleven CORVERA – Delegate

Date: 6 October 2000  
Country: REPUBLIC OF EL SALVADOR  
Office: GALERÍAS EL ESCALÓN BORDER POST  
Official interviewed: Odette LARA – Delegate

Date: 6 October 2000  
Country: REPUBLIC OF EL SALVADOR  
Office: SAN SALVADOR INTERNATIONAL AIRPORT  
Officials interviewed: Ricardo Augusto MELGAR – Delegate and Supervisor  
Félix de la PAZ REYES – Delegate and Supervisor

Date: 6 October 2000  
Country: REPUBLIC OF EL SALVADOR  
Office: “WELCOME HOME” PROGRAMME  
Officials interviewed: Luis PERDOMO – Programme Collaborator  
José Luis PÉREZ – Coordinator

Date: 6 October 2000  
Country: REPUBLIC OF EL SALVADOR  
Office: MIGRATION DIRECTORATE  
Official interviewed: Roberto MACHÓN – Director

Date: 7 October 2000  
Country: REPUBLIC OF EL SALVADOR  
Office: LA HACHADURA BORDER POST (Puente Arce)  
Border: El Salvador – Guatemala  
Official interviewed: Silverio PLEITEZ – Migration Official

Date: 7 October 2000  
Country: REPUBLIC OF GUATEMALA  
Office: PEDRO DE ALVARADO BORDER POST  
Border: Guatemala – El Salvador  
Official interviewed: Carlos QUIROGA BRACAMONTE

Date: 7 October 2000  
Country: REPUBLIC OF EL SALVADOR  
Office: SEA PORT OF ACAJUTLA  
Official interviewed: Manuel Antonio TOBAR – Delegate

Date: 9 October 2000  
Country: REPUBLIC OF EL SALVADOR  
Office: ANGUIATU BORDER POST  
Border: El Salvador – Guatemala  
Official interviewed: Carlos MERÍN

Date: 9 October 2000  
 Country: REPUBLIC OF GUATEMALA  
 Office: LA ERMITA BORDER POST  
 Border: Guatemala – El Salvador  
 Official interviewed: None

Date: 9 October 2000  
 Country: REPUBLIC OF EL SALVADOR  
 Office: EL POY BORDER POST  
 Border: El Salvador – Honduras  
 Official interviewed: Guadalupe SOLA VÁZQUEZ – Delegate

Date: 9 October 2000  
 Country: REPUBLIC OF EL SALVADOR  
 Office: SAN CRISTOBAL BORDER POST  
 Border: El Salvador – Guatemala  
 Official interviewed: Ana Gabriela CASTELLANOS de CABALLERO

Date: 9 October 2000  
 Country: REPUBLIC OF GUATEMALA  
 Office: SAN CRISTOBAL BORDER POST  
 Border: Guatemala – El Salvador  
 Official interviewed: None

Date: 10 October 2000  
 Country: REPUBLIC OF EL SALVADOR  
 Office: SAN MIGUEL BORDER POST  
 Official interviewed: María Luz BARRERA de PERLA

Date: 10 October 2000  
 Country: REPUBLIC OF EL SALVADOR  
 Office: SEA PORT OF LA UNION  
 Official interviewed: Carlos HERRERA DINARTE

Date: 10 October 2000  
 Country: REPUBLIC OF EL SALVADOR  
 Office: SEA PORT OF LAS BARILLAS  
 Official interviewed: José Saúl RODRIGUEZ CHAVEZ

Date: 11 October 2000  
 Country: REPUBLIC OF EL SALVADOR  
 Office: PASO CHINAMAS  
 Border: El Salvador – Guatemala  
 Official interviewed: Mercedes SIERRA de CASTILLO



Date: 11 October 2000  
 Country: REPUBLIC OF GUATEMALA  
 Office: VALLE NUEVO BORDER POST  
 Border: Guatemala – El Salvador  
 Official interviewed: None

Date: 12 October 2000  
 Country: REPUBLIC OF GUATEMALA  
 Office: MIGRATION DIRECTORATE  
 Official interviewed: Hugo MELLADO – Ad-hoc Advisor

Date: 13 October 2000  
 Country: REPUBLIC OF GUATEMALA  
 Office: GUATEMALA CITY INTERNATIONAL AIRPORT  
 Officials interviewed: Héctor TORRES – Coordinator  
 Julio SANDOVAL – Chief of Group A  
 Rony REINA – Chief of Group B

Date: 13 October 2000  
 Country: REPUBLIC OF GUATEMALA  
 Office: IMMIGRATION DEPARTMENT  
 Official interviewed: Eric HERNÁNDEZ – Deputy-Director

Date: 15 October 2000  
 Country: REPUBLIC OF GUATEMALA  
 Office: LA MESILLA BORDER POST  
 Border: Guatemala – Mexico  
 Official interviewed: Héctor Adulio CASTILLO ARGUETA – Delegate

Date: 16 October 2000  
 Country: REPUBLIC OF GUATEMALA  
 Office: GRACIAS A DIOS BORDER POST  
 Border: Guatemala – Mexico  
 Official interviewed: Edgar Orlando FUENTES LÓPEZ

Date: 17 October 2000  
 Country: REPUBLIC OF GUATEMALA  
 Office: EL CARMEN BORDER POST  
 Border: Guatemala – Mexico  
 Official interviewed: Miguel CANTORAL

Date: 17 October 2000  
 Country: REPUBLIC OF GUATEMALA  
 Office: TECÚN UMAN BORDER POST  
 Border: Guatemala – Mexico  
 Officials interviewed: Eduardo GARCÍA – Delegate  
 Luis Ernesto SERRANO – Clerk

Date: 17 October 2000  
 Country: REPUBLIC OF GUATEMALA  
 Office: CASA DEL MIGRANTE  
 Official interviewed: Wálter ARRIAGA – Human Rights Office Legal Advisor

Date: 18 October 2000  
 Country: REPUBLIC OF GUATEMALA  
 Official interviewed: A. MENDIZÁBAL – Migration Director

Date: 19 October 2000  
 Country: REPUBLIC OF GUATEMALA  
 Office: FLORES AIRPORT  
 Official interviewed: Víctor Hugo MÉRIDA GÓMEZ – Chief

Date: 20 October 2000  
 Country: REPUBLIC OF GUATEMALA  
 Office: PUERTO BETHEL (Riverine)  
 Border: Guatemala – Mexico  
 Official interviewed: Guillermo Enrique GÁNDARA HERRERA

Date: 21 October 2000  
 Country: REPUBLIC OF GUATEMALA  
 Office: MELCHOR DE MENCOS BORDER POST  
 Border: Guatemala – Belize  
 Official interviewed: Álvaro Daniel ACEVEDO – Chief

Date: 21 October 2000  
 Country: REPUBLIC OF BELIZE  
 Office: BENQUE VIEJO DEL CARMEN BORDER POST  
 Border: Belize – Guatemala  
 Official interviewed: None

Date: 22 October 2000  
 Country: REPUBLIC OF BELIZE  
 Office: SANTA ELENA BORDER POST  
 Border: Belize – Mexico  
 Official interviewed: Carlos LESLIE – Deputy Chief

Date: 23 October 2000  
 Country: REPUBLIC OF BELIZE  
 Office: INMIGRATION AND NATURALIZATION DIRECTORATE  
 Officials interviewed: Paulino CASTELLANOS – Director  
 Horacio GUZMÁN – Deputy–Director

Date: 23 October 2000  
 Country: REPUBLIC OF BELIZE  
 Office: PORT OF DANGRIGA  
 Official interviewed: None

Date: 24 October 2000  
 Country: REPUBLIC OF BELIZE  
 Office: PORT OF LOYOLA  
 Official interviewed: Edwin W. GILLET – Senior Official

Date: 24 October 2000  
 Country: REPUBLIC OF BELIZE  
 Office: BELIZE CITY INTERNATIONAL AIRPORT  
 Official interviewed: Ms. FLOWERS – Chief

Date: 26 October 2000  
 Country: REPUBLIC OF NICARAGUA  
 Office: OPERATIONS SECTION  
 Official interviewed: Juan Antonio VANEGAS – Director

Date: 26 October 2000  
 Country: REPUBLIC OF NICARAGUA  
 Office: IMMIGRATION SECTION  
 Official interviewed: Danilo NARVÁEZ CASTELLÓN – Director

Date: 26 October 2000  
 Country: REPUBLIC OF NICARAGUA  
 Office: MIGRATION DIRECTORATE  
 Officials interviewed: Carlos QUINTANA – Director  
 César MEMBREÑO – Chief, Archives Department  
 Félix SANDINO – Head, Dept. of Service to the Public

Date: 26 October 2000  
 Country: REPUBLIC OF NICARAGUA  
 Office: MANAGUA AIRPORT  
 Officials interviewed: Juan José PUERTO – Director  
 Roger ALTAMIRANO ECHARDI – Deputy–Director

Date: 27 October 2000  
 Country: REPUBLIC OF NICARAGUA  
 Office: PEÑAS BLANCAS BORDER POST  
 Border: Nicaragua – Costa Rica  
 Official interviewed: Gustavo PETERSON

Date: 27 October 2000  
Country: REPUBLIC OF COSTA RICA  
Office: PEÑAS BLANCAS BORDER POST  
Border: Costa Rica – Nicaragua  
Official interviewed: Patricia MORICE MARTÍNEZ

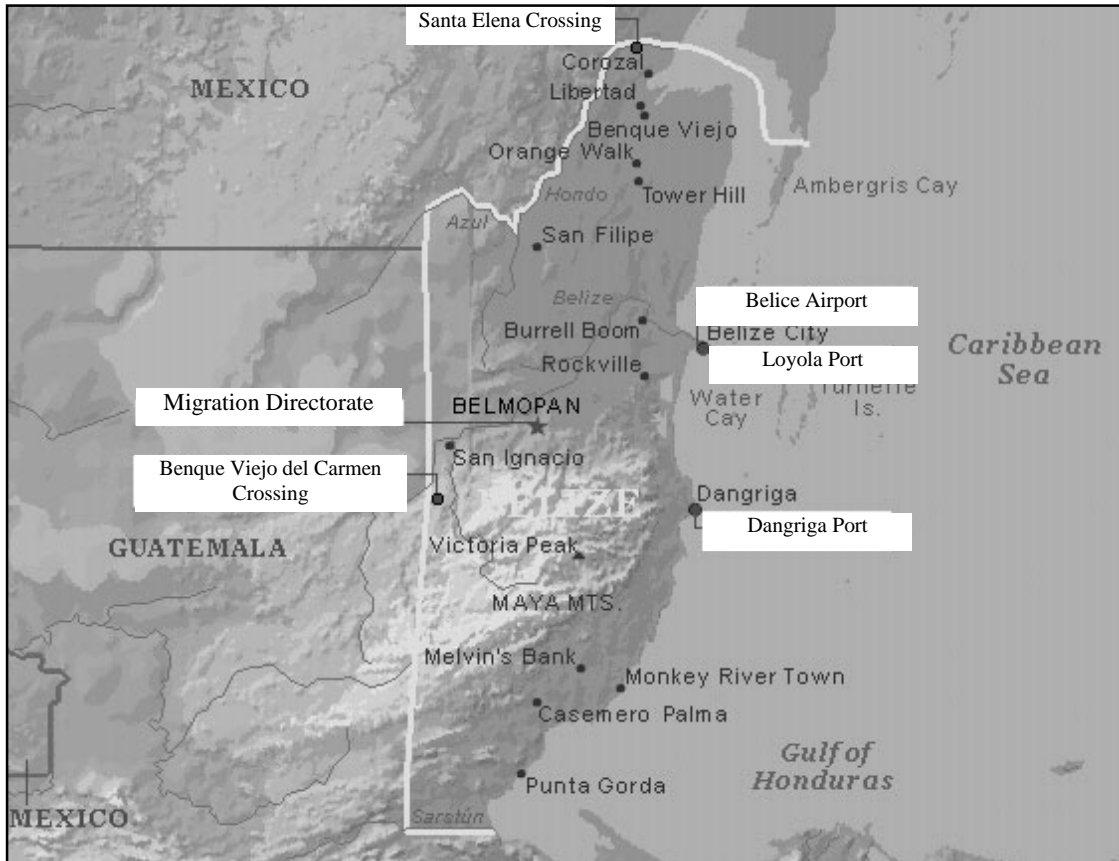
Date: 27 October 2000  
Country: REPUBLIC OF NICARAGUA  
Office: SEA PORT OF SAN JUAN DEL SUR  
Official interviewed: Gustavo PETERSON

Date: 28 October 2000  
Country: REPUBLIC OF NICARAGUA  
Office: SEA PORT OF CORINTO  
Officials interviewed: José Tomás GUIDO – Chief  
Gustavo QUESADA – Deputy Chief

## **ANNEX 2**

MAPS OF ADMINISTRATIVE OFFICES AND POSTS SURVEYED  
THAT ARE AUTHORIZED FOR THE INTERNATIONAL MOVEMENT  
OF PERSONS

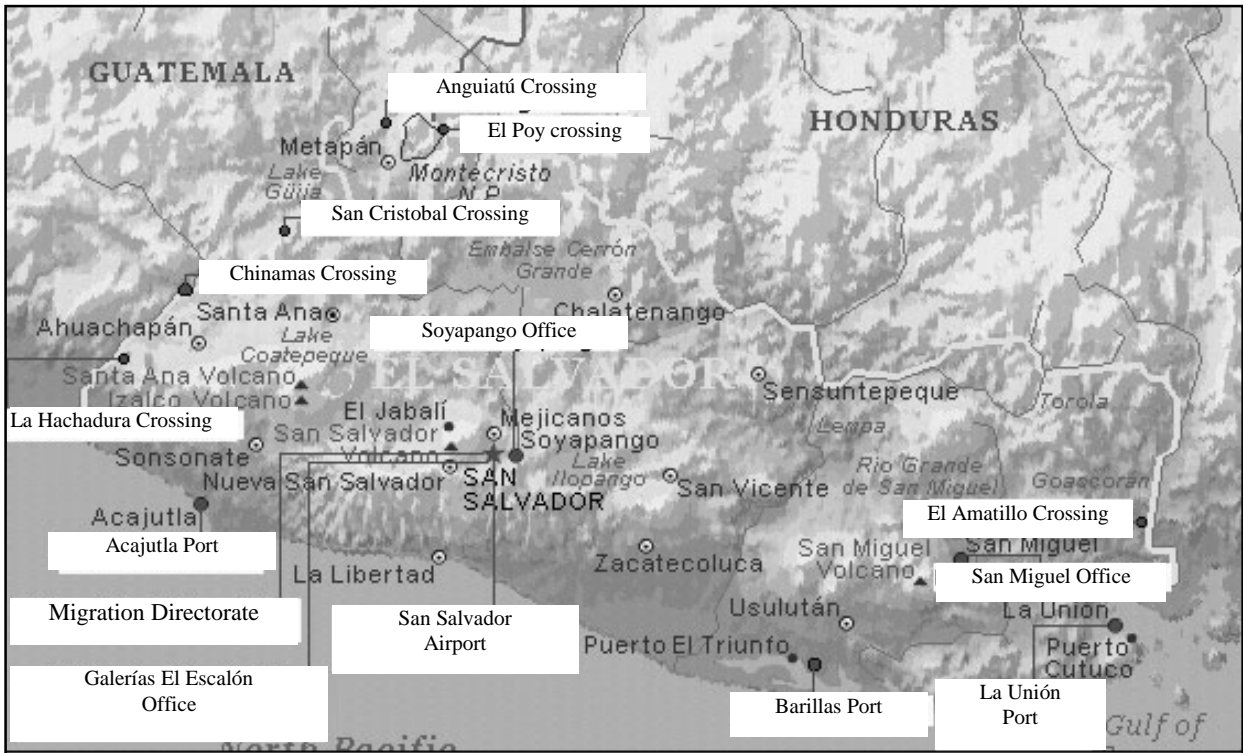
# BELIZE



# COSTA RICA



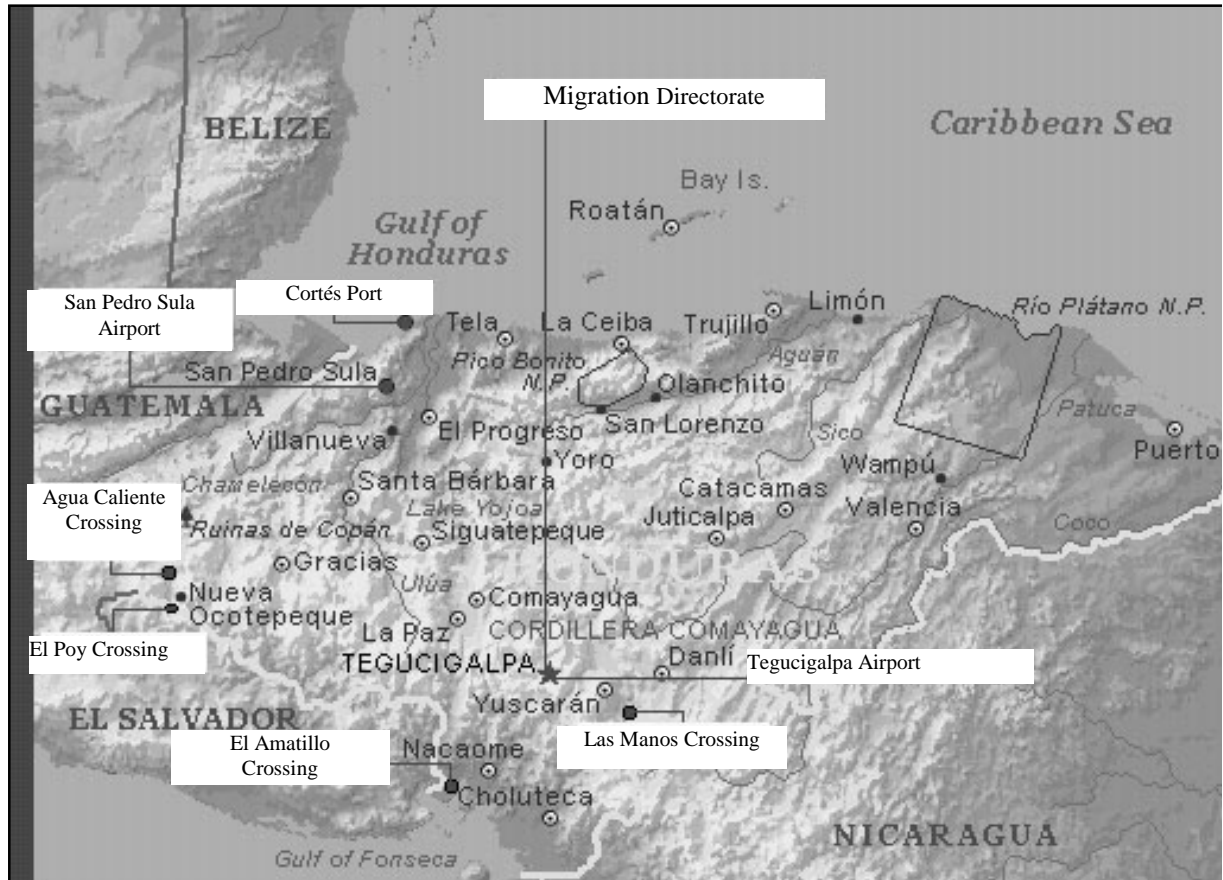
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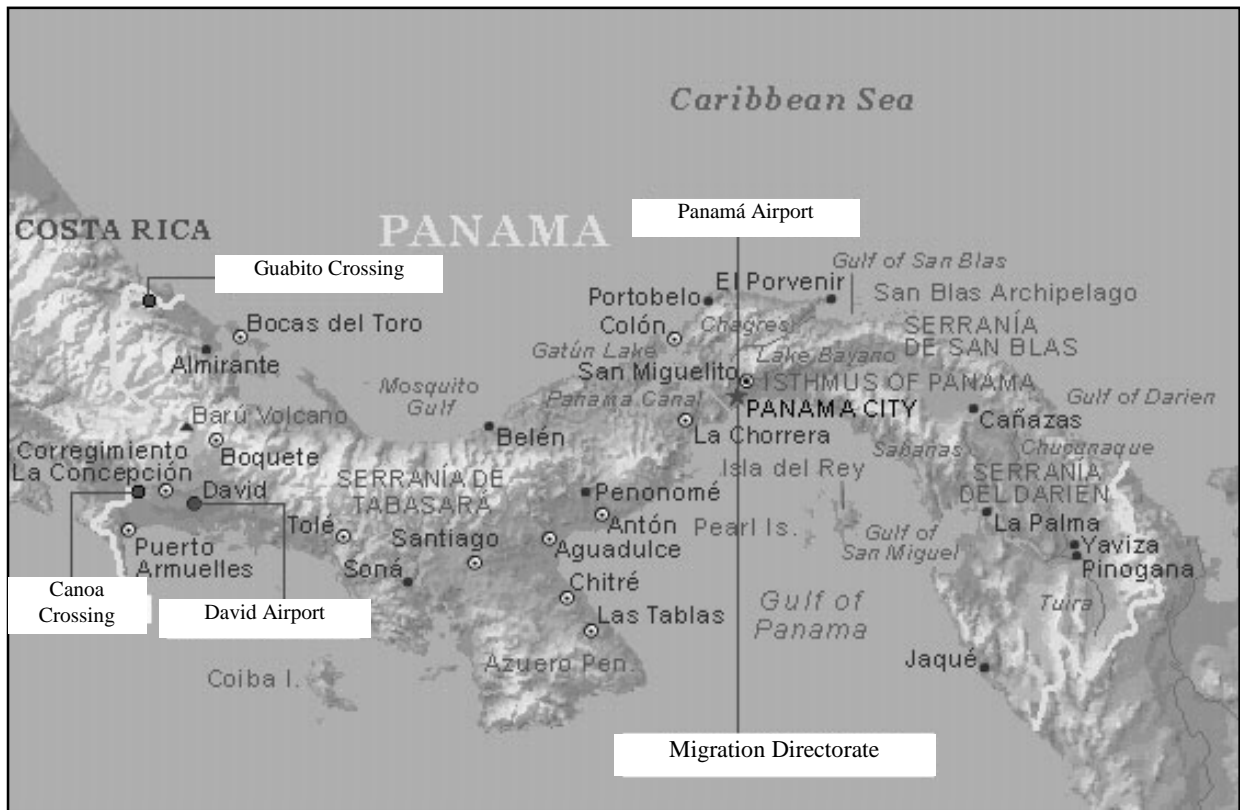
# HONDURAS



# NICARAGUA



# PANAMA

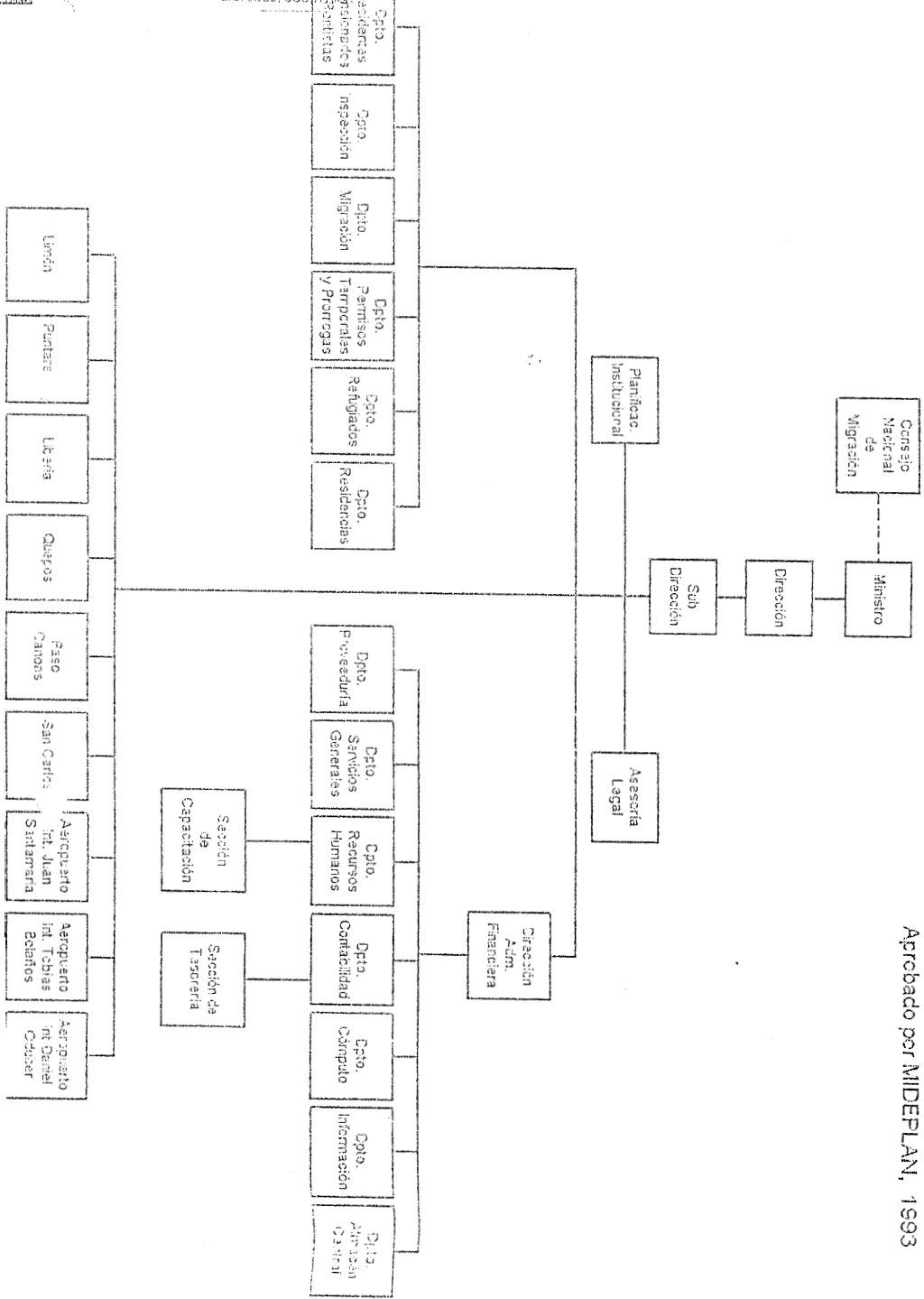


# **ANNEX 3**

## **ORGANIZATIONAL CHARTS OF MIGRATION AGENCIES**



REPUBLICA DE COSTA RICA  
 MINISTERIO DE GOBERNACION  
 DIRECCION GENERAL DE MIGRACION Y EXTRANJERIA  
 SAN JOSE, COSTA RICA



Organigrama de la Dirección General de Migración y Extranjería

Aprobado por MIDEPLAN, 1593









REPUBLICA DE EL SALVADOR

LOCALIZACION GEOGRAFICA DE LAS DIFERENTES  
OFICINAS, DELEGACIONES REGIONALES, FRONTERIZAS,  
AEREAS Y MARITIMAS QUE CONFORMAN LA  
DIRECCION GENERAL DE MIGRACION

DELEGACIONES FRONTERAS

- |                 |               |            |
|-----------------|---------------|------------|
| ● LA HACHADURA  | ● EL POY      | ● CHINDMAS |
| ● SAN CRISTOBAL | ● EL AMATILLO |            |
| ● ANGUIATU      |               |            |

OFICINAS CENTRALES Y AGENCIAS

- |                                |                   |
|--------------------------------|-------------------|
| ● OFICINA CENTRAL<br>SOYAPANGO | ● GALERIA ESCALON |
|--------------------------------|-------------------|

OFICINAS REGIONALES

- |             |              |
|-------------|--------------|
| ● SANTA ANA | ● SAN MIGUEL |
|-------------|--------------|

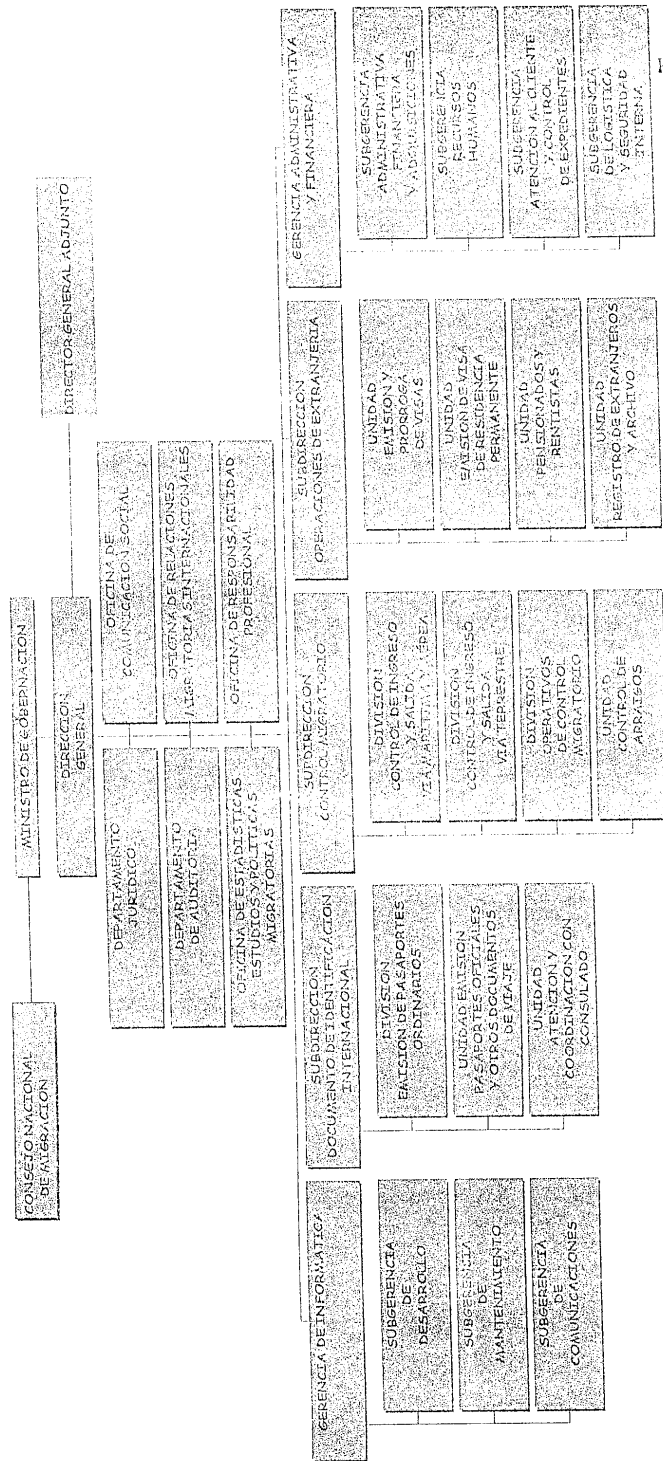
DELEGACIONES AREAS

- |            |                        |
|------------|------------------------|
| ● ILOPANGO | ● COMALAPA, ELSALVADOR |
|------------|------------------------|

DELEGACIONES MARITIMAS

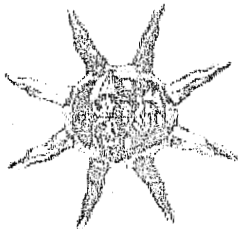
- |            |            |
|------------|------------|
| ● LA UNION | ● ACAJUTLA |
|------------|------------|

ORGANIGRAMA DE LA DIRECCION GENERAL DE MIGRACION



REPUBLICA DE GUATEMALA

El presente es un documento de carácter informativo y no constituye un acto administrativo.



REPUBLICA DE  
GUATEMALA

DELEGACIONES FRONTERIZAS  
POR AREA

### AÉREAS

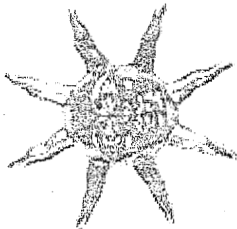
#### AEROPUERTOS INTERNACIONALES

- LA AURORA - CIUDAD
- SANTA ELENA - PETÉN
- PUERTO BARRIOS

### MARÍTIMAS

- OCÉANO ATLÁNTICO
- STO. TOMÁS DE CASTILLA
- PUERTO BARRIOS
- LIVINGSTON
- OCÉANO PACÍFICO
- PUERTO QUETZAL
- PUERTO SAN JOSÉ

PROGRAMA DE INDUCCIÓN  
LILY GARCÍA-SALAS - 2000



REPUBLICA DE  
GUATEMALA

# DELEGACIONES FRONTERIZAS POR ÁREA

## TERRESTRES

MÉXICO  
TECÚN UMÁN  
EL CARMEN  
LA MESILLA  
EL NARANJO (PLUVIAL)  
GRACIAS A DIOS (NENTÓN)  
BÉTHEL (PLUVIAL)

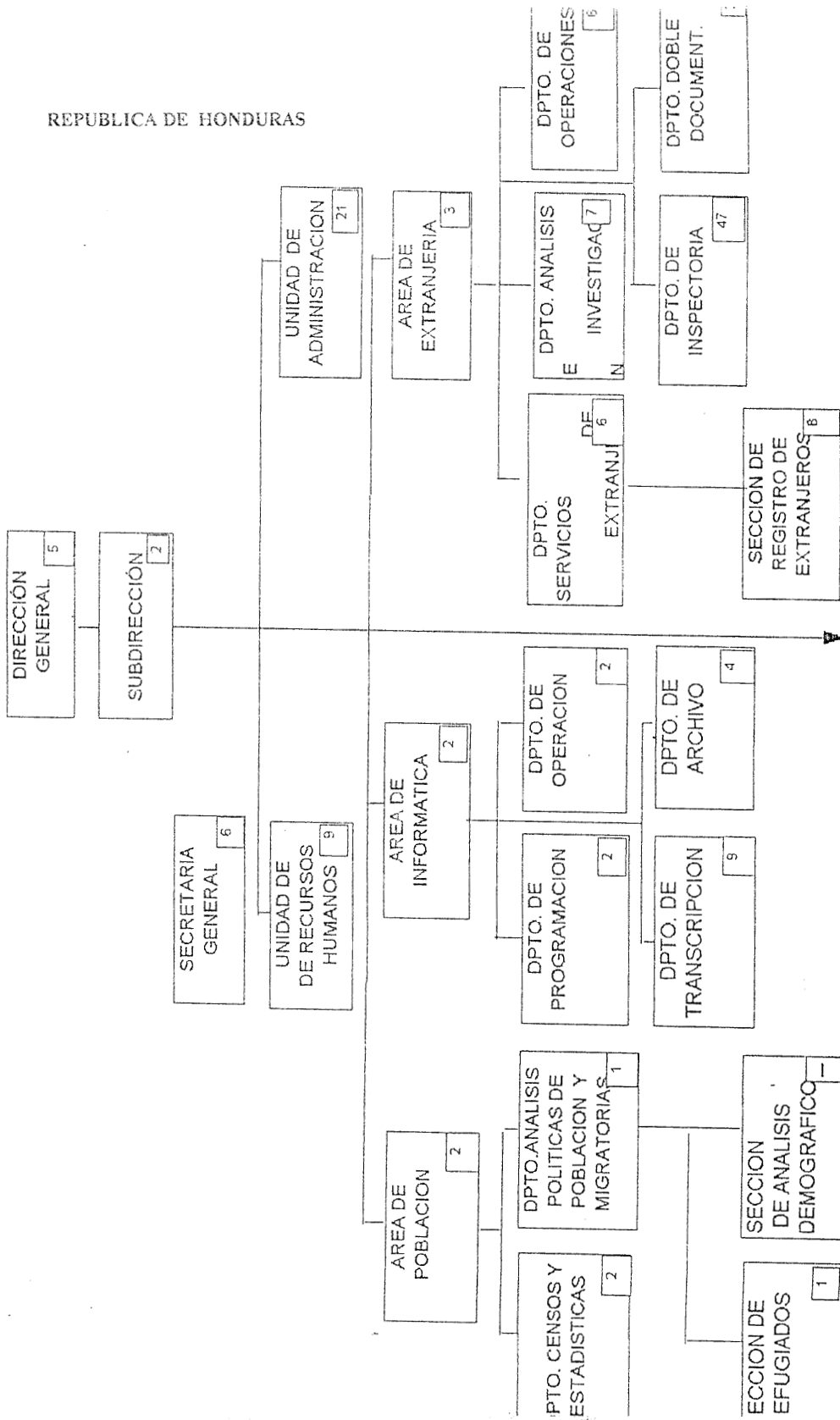
EL SALVADOR  
VALLE NUEVO  
PEDRO DE ALVARADO  
SAN CRISTOBAL  
NUEVA ANGUIATÚ  
VIEJA ANGUIATÚ.  
JEREZ

BELICE  
MELCHOR DE MENCOS

HONDURAS  
EL CINCHADO  
AGUA CALIENTE  
EL FLORIDO

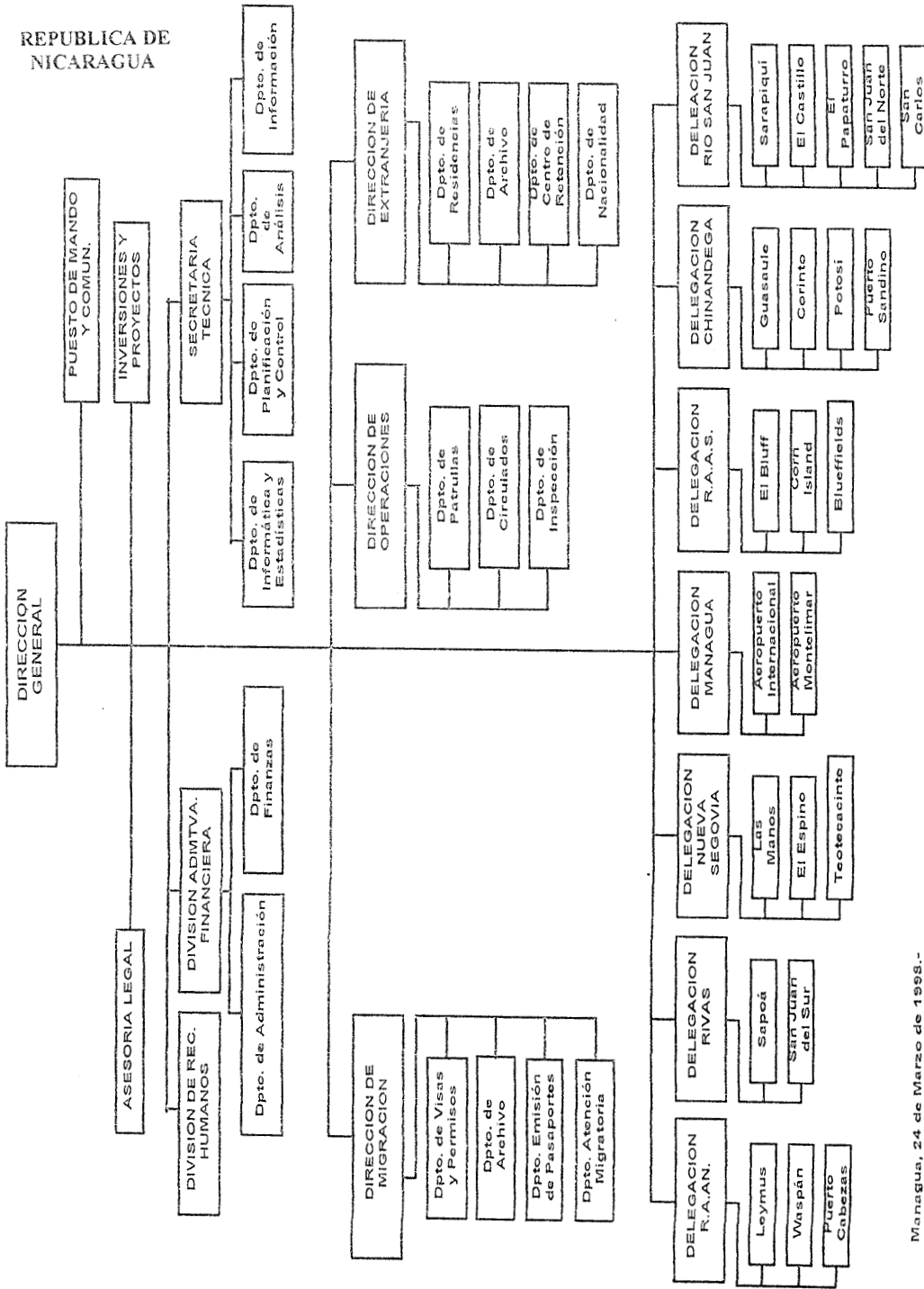
PROGRAMA DE INDUCCIÓN  
LILY GARCÍA-SALAS - 2.000

ORGANIGRAMA TENTATIVO DE LA DIRECCION GENERAL DE P. y P.M.



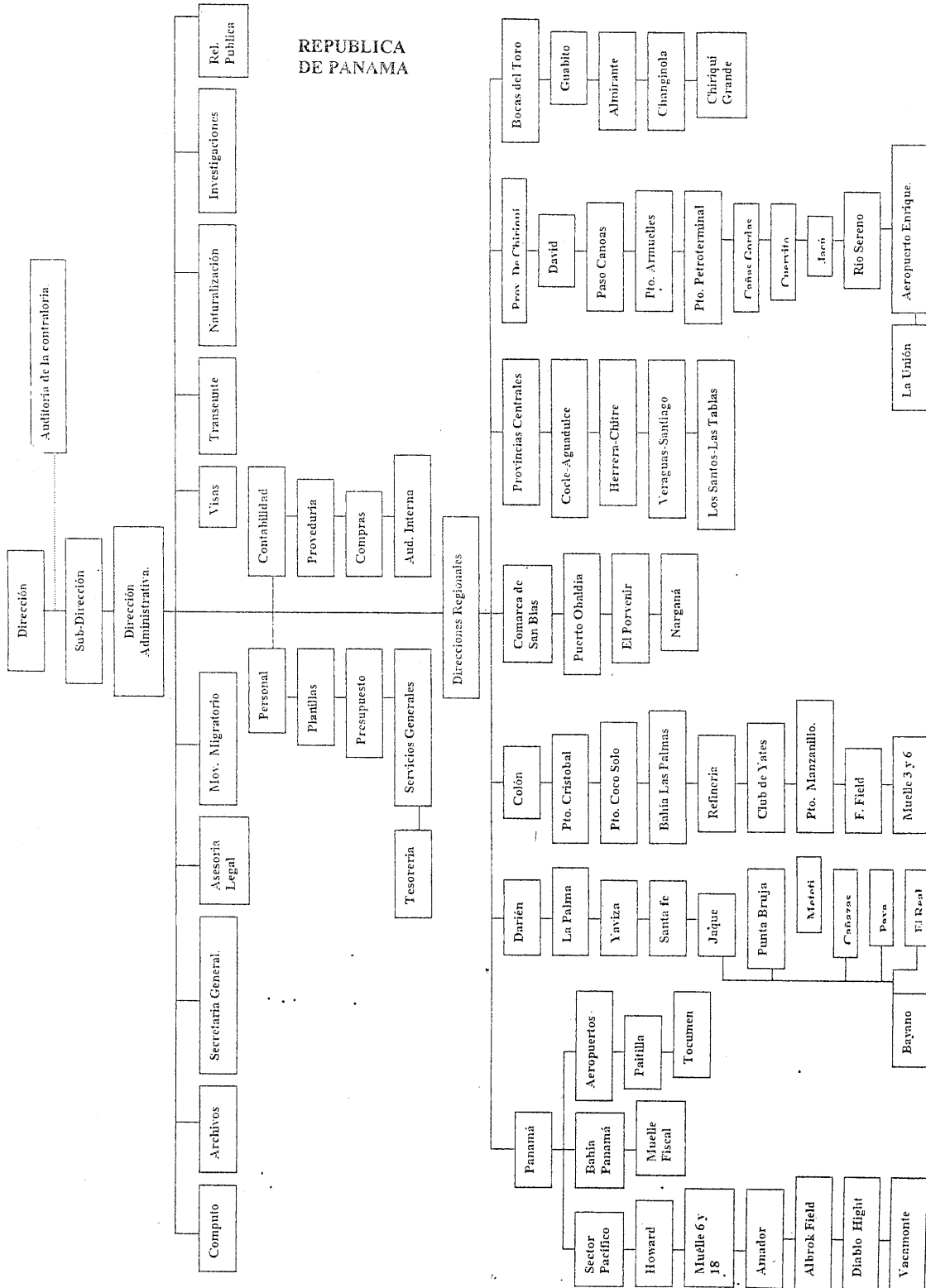
**ORGANIGRAMA 1988**  
**DIRECCION GENERAL DE MIGRACION Y EXTRANJERIA**  
**MINISTERIO DE GOBERNACION**

REPUBLICA DE  
NICARAGUA



Managua, 24 de Marzo de 1988.-

REPUBLICA DE PANAMA





# **ANNEX 4**

## **MIGRATION FORMS**

This annex contains migration forms used by migration directorates in Central American countries both in the administrative offices and in the sites that handle the international movement of persons.



FORMULARIO PARA CONDUCTORES DE VEHICULOS CON PLACAS  
CENTROAMERICANAS



DATOS DEL CONDUCTOR Y DEL VEHICULO

Nombre del Conductor: \_\_\_\_\_  
Licencia de Conducir No.: \_\_\_\_\_ No. de Placa/Año: \_\_\_\_\_  
Nacionalidad de la Placa: \_\_\_\_\_ Marca: \_\_\_\_\_  
No. de Motor: \_\_\_\_\_ No. de Chasis: \_\_\_\_\_  
No. de VIN: \_\_\_\_\_ No. de Tarjeta de Circulación: \_\_\_\_\_  
Propietario: \_\_\_\_\_ NIT: \_\_\_\_\_

\_\_\_\_\_  
Fecha y Puesto Fronterizo

\_\_\_\_\_  
Firma Declarante

- \*Declaro que esta información es verdadera y me someto a las leyes vigentes en el país que la presente.
- \*Todo vehículo podría ser sujeto a revisión por parte de la PNC.

NOMBRE DE LA LÍNEA AÉREA

**CONTROL DE ENTREGA DE TARJETAS DE REGISTRO MIGRATORIO  
(EMBÁRQUE) A LA DIRECCIÓN GENERAL DE MIGRACIÓN Y EXTRANJERÍA**

No. De vuelo \_\_\_\_\_ Fecha: \_\_\_\_\_

Nombre del agente de la Línea Aérea: \_\_\_\_\_

Nombre del Supervisor de Migración: \_\_\_\_\_

Hora de entrega del cierre del vuelo: \_\_\_\_\_

Total de boletas entregadas por vuelo: \_\_\_\_\_

Total de pasajeros que viajan \_\_\_\_\_

Total de pasajeros con impedimento \_\_\_\_\_

**PASAJEROS CON IMPEDIMENTO DE SALIDA**

**No. PASAPORTE**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**OBSERVACIONES:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
FIRMA AGENTE LÍNEA AÉREA

\_\_\_\_\_  
FIRMA SUPERVISOR DE MIGRACIÓN



REPUBLICA DE NICARAGUA

# MINISTERIO DE GOBERNACION

DIRECCION GENERAL DE MIGRACION Y EXTRANJERIA

## ACTA DE ENTRADA

INMIGRATION DESPACHT

En el Puerto de Nicaragua, a los \_\_\_\_\_ días del \_\_\_\_\_  
In Port, Nicaragua on the \_\_\_\_\_ days of \_\_\_\_\_

De 19 \_\_\_\_\_ y siendo las \_\_\_\_\_ horas, el que suscribe Inspector de migración  
and of \_\_\_\_\_ hours, the undersigned Immigration Inspector

Se constituye a bordo del buque denominado \_\_\_\_\_  
Performs on board the vessel named \_\_\_\_\_

De Bandera \_\_\_\_\_ Que arriba procedente de \_\_\_\_\_  
Flag \_\_\_\_\_

Y presente el Capitán asegura que a bordo se encuentra la tripulación compuesta por \_\_\_\_\_  
and in presence of wich affirm that all crew is on board with by \_\_\_\_\_

\_\_\_\_\_ Tripulantes, cantidad de pasajeros que transporta \_\_\_\_\_ Indocumentado \_\_\_\_\_  
crewmembers, passangers on board \_\_\_\_\_

\_\_\_\_\_  
CAPITAN  
Captain

\_\_\_\_\_  
INSPECTOR DE MIGRACION  
Immigration Inspector



## ACTA DE CONTROL DE SITUACION MIGRATORIA DE EXTRANJERO

La presente inspección se efectúa con fundamento jurídico en los artículos 11, 13, 30, 32, 33 y siguientes: 44, 45, 46, 49, 50, 63 y siguientes, título séptimo, capítulo I, artículos 118 y 119 de la Ley General de Migración y Extranjería; artículos 7º y 77 de su Reglamento.

_____	_____	_____
Primer apellido	Segundo apellido	Nombre
Nacionalidad: _____	Documento de identificación: _____	
Lugar de ubicación: _____		
Dirección o domicilio: _____		
Teléfono(s): _____		
Personas que pueden dar referencia: _____		

### INFRACCIONES A LA LEY MIGRATORIA QUE CONSTITUYEN CONTRAVENCIÓN (ALCALDÍA DE FALTAS Y CONTRAVENCIONES)

		Marque con X
Extranjero ilegal que ingresó eludiendo el control migratorio por puesto no habilitado.	(Arts. 49, 50, 88, 90, 45 de Ley 7033 y Art. 54 de su Reglamento).	_____
2. Extranjero que oculta su domicilio o no comunica de su cambio.	(Arts. 74, 87 de Ley 7033).	_____
3. Extranjero deportado o expulsado que reingrese sin autorización.	(Arts. 60, 88, 89, 90 y 129 de Ley 7033).	_____
4. Extranjero o nacional que se niegue a identificarse, a presentar sus documentos, a dar su nombre, estado civil, nacionalidad, lugar de nacimiento y demás datos de filiación o los diere falsos.	(Art. 392 de Código Penal).	_____
5. El extranjero o nacional que usurpare su nombre a otros.	(Art. 382 de Código Penal).	_____
6. Extranjero que estando en el país en calidad de turista en tránsito ejerza actividades lucrativas.	(Art. 384, inciso 6) de Código Penal).	_____

## OTRAS INFRACCIONES A LA LEY SANCIONADAS

**Marque  
con X**

- |  |   |       |
|--|---|-------|
| 1. Extranjero no residente laborando remuneradamente con violación a la categoría en que ingresó al país.  | (Arts. 53, 56 de Ley 7033).   | _____ |
| 2. Extranjero con permanencia legal autorizada para laborar que viole las condiciones impuestas o desnaturalice las razones tomadas en cuenta para otorgarle su permanencia en Costa Rica. | (Arts. 72, 53, 49 de Ley 7033).   | _____ |
| 3. Extranjero ilegal laborando remuneradamente.  | (Arts. 75, 90, 49, 50 de Ley 7033).   | _____ |
| 4. Extranjero no residente que no abandone el país una vez cancelado su status.  | (Arts. 56, 53 de Ley 7033).   | _____ |
| 5. Extranjero residente que cancela su residencia o habiendo perdido su status migratorio no abandone el país.   | (Arts. 51, 56 de Ley 7033).   | _____ |
| 6. Extranjeros permaneciendo ilegalmente en nuestro país.  | (Arts. 49, 50, 118, incisos 3) y 4), 41) de Ley 7033 y Art. 77 de su Reglamento). | _____ |
| 7. Extranjeros indocumentados.   | (Arts. 24, 31, 49 inciso c) y 118 de Ley 7033).                                   | _____ |

Inspección efectuada a las \_\_\_\_\_ horas del día \_\_\_\_\_ de \_\_\_\_\_ de 199\_\_\_\_\_

Constancia: \_\_\_\_\_

Pruebas que se adjuntan: \_\_\_\_\_

Observaciones: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
*Firma del extranjero*

\_\_\_\_\_  
*Doc. identificación*

\_\_\_\_\_  
*Firma del testigo 1*  
*Cédula N°*

\_\_\_\_\_  
*Firma del testigo 2*  
*Cédula N°*

\_\_\_\_\_  
*Firma de Inspector de Migración*  
*Cédula N°*

\_\_\_\_\_  
*Firma de Inspector de Migración*  
*Cédula N°*

NOTA: Tratándose de delitos o contravenciones la autoridad judicial, una vez impuesta la pena correspondiente, debe enviar copia certificada de la sentencia al Departamento Legal de la Dirección General de Migración (Art. 77 de la Ley de Migración y Extranjería).

Original: Alcaldía de Faltas y Contravenciones.

C. C.: Extranjero, Departamento Asesoría Legal y Departamento Operativo.

3-96-200/100/4 -Imprenta Nacional- 0344 L



**PATRONO**  
**ACTA DE INSPECCION**

La presente inspección se efectúa con fundamento en los artículos 13 y 97 de la Ley General de Migración y Extranjería No. 7033 del 13 de agosto de 1986.

Establecimiento: ..... Cédula jurídica Nº .....

DIRECCION: .....

Teléfono(s): ..... Apartado: .....

Propietario (representante legal o encargado): .....

NACIONALIDAD: ..... Documento de identificación: .....

Número de extranjeros laborando: .....

**INFRACCIONES A LA LEY GENERAL DE MIGRACION Y EXTRANJERIA**

(Marque con X)

- |  |            |          |          |
|--|------------|----------|----------|
| 1.—Extranjeros ilegales laborando (o legales no habilitados laborando) | (Art. 92)  | SI ..... | NO ..... |
| 2.—Extranjeros ilegales alojados                                       | (Art. 93)  | SI ..... | NO ..... |
| 3.—Enviar reporte de extranjeros laborando u hospedados                | (Art. 94)  | SI ..... | NO ..... |
| 4.—Reporte de irregularidad migratoria                                 | (Art. 95)  | SI ..... | NO ..... |
| 5.—Contrato simulado o falso   | (Art. 98)  | SI ..... | NO ..... |
| 6.—Transporte de extranjeros y tripulantes en condición migratoria     | (Art. 79)  | SI ..... | NO ..... |
| 7.—Presentar documentos, planillas o tarjeta                           | (Art. 81)  | SI ..... | NO ..... |
| 8.—Transportar extranjeros rechazados, deportados o expulsados         | (Art. 84)  | SI ..... | NO ..... |
| 9.—Llevar extranjero al país de procedencia                            | (Art. 102) | SI ..... | NO ..... |
| 10.—Portear o transportar extranjeros por su cuenta                    | (Art. 104) | SI ..... | NO ..... |
| 11.—Tripulante o personal no permanecer en territorio nacional         | (Art. 105) | SI ..... | NO ..... |
| 12.—Otros .....  |            |          |          |

OBSERVACIONES: .....

Inspección efectuada a las ..... horas del día ..... de ..... de 199.....

FIRMA DEL PROPIETARIO (encargado o representante legal)

FIRMA DEL INSPECTOR DE MIGRACION

CEDULA No. ....

FIRMA DEL INSPECTOR DE MIGRACION

CEDULA No. ....

ORIGINAL: Alcaldía de Faltas y Contravenciones.

C. C.: Extranjero, Departamento Legal Migración y Departamento de la Policía Especial de Migración.

IMPRESO EN LA PROVEDURIA DE MIGRACION





DGM - GUATEMALA

Ministerio de Gobernación de Guatemala
Dirección General de Migración
SOLICITUD DE VISA DE RESIDENTE PERMANENTE
Request for Permanent Resident Visa

Form with 20 numbered fields for personal and identification data, including nationality, passport number, names, birth date, parents' names, marital status, profession, passport issue location, passport expiry, entry dates, migratory movements, previous visas, dependent names, planned address, and category of guarantee.

¡INFORMACIÓN IMPORTANTE EN EL DORSO!

El solicitante presenta la solicitud y la documentación requerida (según se detalla a continuación) ante la ventanilla de Residente Permanente de la Subdirección de Operaciones de Extranjería, ubicada en la zona 8 de la capital. Cualquier comentario o pregunta, favor comuníquese al teléfono 361 84 78 o al correo electrónico [migextr@guate.net](mailto:migextr@guate.net).

*The request should be presented, with the documents listed below, to the Immigration personell in the Immigration offices in Zone 8 of the capital. Any comment or question, please do not hesitate to call 361 84 78 or send us a mail to [migextr@guate.net](mailto:migextr@guate.net).*

**A la solicitud deberá presentar los siguientes documentos / The request should be accompanied by the following documents:**

1. Una fotografía reciente / *One recent photo*
2. Pasaporte y fotocopia autenticada (la página con los datos personales y la página que contenga el último sello de visa o entrada al país) / *Passport and witnessed copy*
3. Certificación de validez y vigencia del pasaporte (en español o en idioma original y traducida al español) emitida por embajada o consulado de su país formalmente acreditados ante el Gobierno de Guatemala, o certificación de partida de nacimiento para personas originarias de países con los que Guatemala no sostenga relaciones diplomáticas / *Certification in Spanish (or translated to Spanish) of passport's validity, extended by your Embassy or Consulate in Guatemala, or in the case no diplomatic relations exist, a birth certificate*
4. Constancia de carencia de antecedentes penales del país donde tuvo su último domicilio en los cinco años anteriores a esta solicitud. En caso en dicho país o países no se extienda ningún documento similar, deberá presentarse certificado de la negativa de emisión de dicha constancia. / *Certificate of lack of penal history from the country of residence during the last five years, and in case the country does not issue such a certificate, you must present a note from the authorities explaining this*
5. El solicitante deberá tener cualquiera de las siguientes características / *the requestee must have any of the following qualities:*
  - Calidad de inversionista mediante la presentación de documentos legales que lo comprueben, o *Investor, proven by legal documents;*
  - Calidad de cónyuge o hijos menores o solteros de persona que tenga calidad de inversionista, o, *Immediate and dependent family member of an investor*
  - Calidad de familiar de una persona guatemalteca: cónyuge, hijos y padres cuando no les corresponda la nacionalidad guatemalteca *Immediate family member or parent of Guatemalan*
  - Copia de la resolución que lo acredita como residente temporal, o *Copy of resolution that shows that you are a temporary resident*
  - Constancias de actuación destacada en los campos de la ciencia, tecnología, las artes y el deporte *Certificates that indicate special merits in the areas of science, technology, the arts and/or sports*
6. Cuando aplique, fianza o carta de ratificación del garante guatemalteco anterior o de un nuevo garante. En el caso de que la carta sea de un nuevo garante, deberá acreditar solvencia económica del mismo mediante / *Letter of ratification by previous guarantee or letter of guarantee in the case of a new guarantee, accompanied by the following, indicating economic solvency:*
  - *Personas individuales / individuals* Declaración jurada de capacidad económica, indicando número de identificación tributaria y acompañando declaraciones fiscales y fotocopia legalizada de la cédula de vecindad; agregar constancia de ingresos y fianza / *Declaration of economic capacity, income and taxation, indicating the tax identification number; witnessed copy of the Guatemalan ID-card; and security as guarantee.*
  - *Personas jurídicas / organizations* Declaración jurada acompañando estados financieros, no necesarios si demuestra asociación en cámaras empresariales, gremial de exportadores o calificadas por el Ministerio de Economía, patente de comercio de la entidad garante y fotocopia legalizada del documento de identificación personal y del acta notarial de nombramiento o del testimonio de la escritura pública del mandato del representante legal. Cuando el extranjero solicite la residencia para trabajar en el país en relación de dependencia, deberá presentar original y fotocopia legalizada de la carta-oferta de trabajo; y en un plazo no mayor de treinta días hábiles deberá presentar copia del permiso de trabajo otorgado por el Ministerio de Trabajo y Previsión Social / *Declaration of guarantee, accompanying financial statements (not necessary if member of an industrial organization or accredited by Ministerio de Economía), patent of commerce, and witnessed copies of legal representative's identification document and the Act of Nomination as such. If you will work as dependent, you must present original and witnessed copy of work offer, and within 30 work days, you must present copy of the work permit, extended by Ministerio de Trabajo y Previsión Social.*
  - *Inversionistas / Investors:* Los documentos legales que respalden la inversión, la cual no debe ser menor de US\$50,000 / *Legal documents, that show that the investment is not less than US\$50,000.*
  - *Religiosos / Religious:* Carta del representante de la orden o del máximo representante a nivel nacional, certificación de la Iglesia a la que pertenece, debiendo ésta estar autorizada para funcionar en el país, demostrar capacidad económica para hacerse responsable del solicitante, copia certificada de sus estatutos y nombramiento del representante legal / *Letter from the religious organization's representative, certificate of permit for the religious organization to operate in Guatemala, documents that show that the organization can be financially responsible for the requestee, witnessed copy of the organizations statutes and the nomination of the legal representative.*
  - *Personas respaldadas por instituciones internacionales / International institutions* Constancia de los ingresos que obtendrán en apoyo a su actividad en el país, documentación que demuestre la actividad de la institución, estatutos de la misma / *Certificate of the income the institution will receive to sustain your activity in the country, documents indicating the activity and statutes of the institution.*

**NOTA:** Tarifa de residente permanente: Q3,000.00 (tres mil quetzales) **Para religiosos y refugiados, la tarifa es de Q300 (trescientos quetzales).** Tarifa de Constancia de Categoría Migratoria: Q.100.00 (cien quetzales). Cuota anual de residencia (no para pensionados y rentistas): Q200.00 (doscientos quetzales). Al haberse concluido el trámite migratorio, deberá inscribirse en el Registro Civil en calidad de extranjero domiciliado. La DGM le entregará el certificado de residente permanente para dicho trámite. También le entregará la constancia de categoría migratoria y copia sellada de la resolución. Si los datos proporcionados en su solicitud cambiaran, deberá informarle a la DGM de los cambios inmediatamente. Todos los documentos proporcionados en el extranjero deben llevar los pases de ley correspondientes, sobre los cuales las autoridades guatemaltecas le podrán explicar si usted lo necesitara.

**NOTE:** *The fee for permanent resident: Q3,000.00 For religious personell and refugees, the fee is Q300. The fee of the Certificate of Migratory Category is Q.100.00. The annual residence fee (not for pensioneers and rentists) is Q200.00. When the visa has been stamped in your passport, you must go to the Civil Registrar of the Municipality where you will live, to be registered as a foreign resident. The Immigration Authority (DGM) will give you the necessary certificate for that purpose, and will give you the residence card (certificate of migratory category), and a signed copy of the resolution. If the information you presented in your request changes, you should inform the Immigration Services of the changes immediately. All documents from other countries must be legalized according to procedures the Guatemalan authorities can inform you about.*

[Regresar al inicio de este documento](#)



DGM - GUATEMALA

**Ministerio de Gobernación de Guatemala**  
**Dirección General de Migración**  
**SOLICITUD DE VISA DE RESIDENTE PERMANENTE POR MATRIMONIO**  
*Request for Permanent Resident Visa by Marriage*

1	Nacionalidad <i>Nationality</i>	<input type="text"/>
2	Número de pasaporte <i>Passport number</i>	<input type="text"/>
3	Nombres completos <i>Complete names</i>	<input type="text"/>
4	Fecha de nacimiento (dd-mm-aaaa) <i>Date of birth</i>	<input type="text"/> - <input type="text"/> - <input type="text"/>
5	Lugar de nacimiento (ciudad y país) <i>Place of birth (city and country)</i>	<input type="text"/>
6	Nombres y nacionalidad de padre <i>Names and nationality of father</i>	<input type="text"/>
7	Nombres y nacionalidad de madre <i>Names and nationality of mother</i>	<input type="text"/>
8	Estado civil <i>Marital status</i>	<input type="text"/>
9	Profesión u oficio <i>Profession or occupation</i>	<input type="text"/>
10	Lugar de expedición del pasaporte <i>Passport's place of issue</i>	<input type="text"/>
11	Fecha de vencimiento de pasaporte <i>Passport's date of expiry</i>	<input type="text"/> - <input type="text"/> - <input type="text"/>
12	Fecha y lugar (frontera) del último ingreso a territorio guatemalteco <i>Date and place (border) of last entry into Guatemala</i>	<input type="text"/> - <input type="text"/> - <input type="text"/> ; <input type="text"/>
13	Dirección y país de última residencia <i>Address and country of last residence</i>	<input type="text"/>
14	Fecha y lugar donde se efectuó el matrimonio <i>Date and place of the wedding</i>	<input type="text"/> - <input type="text"/> - <input type="text"/> ; <input type="text"/>
15	Tipos de visa guatemalteca que se le han otorgado anteriormente <i>Previous Guatemalan visas</i>	<input type="text"/>
16	Fecha de emisión de la visa guatemalteca más reciente o con la cual entró a Guatemala (si aplica) <i>Date of expiry of most recent Guatemalan visa, or the visa with which you entered Guatemala (if applies)</i>	<input type="text"/> - <input type="text"/> - <input type="text"/>
17	Nombres de cónyuge y los dependientes para quienes también solicita residencia <i>Names of spouse and any dependents the residence is requested for</i> (Note: también debe llenar una solicitud por dependiente y presentar para cada uno fotos, pasaporte con copia autenticada y certificado de vigencia)	<input type="text"/>
18	Dirección prevista en Guatemala <i>Planned address in Guatemala</i>	<input type="text"/>

**¡INFORMACIÓN IMPORTANTE EN EL DORSO!**

El solicitante presente la solicitud y la documentación requerida (según se detalla a continuación) ante la ventanilla de Residente Permanente de la Subdirección de Operaciones de Extranjería, ubicada en la zona 8 de la capital. Cualquier comentario o pregunta, favor comuníquese al teléfono 361 84 78 o al correo electrónico [migextr@guate.net](mailto:migextr@guate.net)

*The request should be presented, with the documents listed below, to the Immigration personnel in the Immigration offices in Zone 8 of the capital. Any comment or question, please do not hesitate to call 361 84 78 or send us e mail to [migextr@guate.net](mailto:migextr@guate.net)*

**A la solicitud deberá presentarse los siguientes documentos / The request should be accompanied by the following documents:**

1. Una fotografía reciente / *One recent photo*
2. Pasaporte y fotocopia autenticada (la página con los datos personales y la página que contenga el último sello de visa o entrada al país) / *Passport and witnessed copy*
3. Certificación de validez y vigencia del pasaporte (en español o en idioma original y traducida al español) emitida por embajada o consulado de su país formalmente acreditados ante el Gobierno de Guatemala, o certificación de partida de nacimiento para personas originarias de países con los que Guatemala no sostenga relaciones diplomáticas / *Certification in Spanish (or translated to Spanish) of passport's validity, extended by your Embassy or Consulate in Guatemala, or in the case no diplomatic relations exist, a birth certificate*
4. Constancia de carencia de antecedentes penales del país de su último domicilio en los cinco años anteriores a la presente solicitud. En caso en dicho país o países no se extienda ningún documento similar, deberá presentarse certificado de la negativa de emisión de dicha constancia. / *Certificate of lack of penal history from the country of residence during the last five years, and in case the country does not issue such a certificate, you must present a note from the authorities explaining this*
5. Certificación de la partida de nacimiento del cónyuge guatemalteco, con anotación del matrimonio. / *Certificate of birth of the Guatemalan spouse, with annotation of the marriage.*
6. Certificación de la partida de nacimiento, si es originario de un país de categoría D. / *Certificate of birth in case nationality is category D.*
7. Certificación de matrimonio, extendida por el Registro Civil dentro del mes anterior a la fecha de presentación de la solicitud. / *Certificate of marriage, extended by the Civil Registrar within a month before presenting the request for permanent residence.*

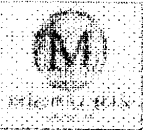
NOTA: Tarifa de residente permanente: Q3,000.00 (tres mil quetzales) Tarifa de Constancia de Categoría Migratoria: Q.100.00 (cien quetzales). Cuota anual de residencia: Q200.00 (doscientos quetzales). Al haberse concluido el trámite migratorio, deberá inscribirse en el Registro Civil en calidad de extranjero domiciliado. La DGM le entregará el certificado de residente permanente para dicho trámite. También le entregará la constancia de categoría migratoria y copia sellada de la resolución. Si los datos proporcionados en su solicitud cambian, deberá informarla a la DGM de los cambios inmediatamente. Todos los documentos proporcionados en el extranjero deben llevar los sellos de ley correspondientes, sobre los cuales las autoridades guatemaltecas le podrán explicar si usted lo necesitara.

*NOTE: The fee for permanent resident: Q3,000.00 The fee of the Certificate of Migratory Category is Q.100.00. The annual residence fee is Q200.00. When the visa has been stamped in your passport, you must go to the Civil Registrar of the Municipality where you will live, to be registered as a foreign resident. The Immigration Authority (DGM) will give you the necessary certificate for that purpose, and will give you the residence card (certificate of migratory category), and a signed copy of the resolution. If the information you presented in your request changes, you should inform the Immigration Services of the changes immediately. All documents from other countries must be legalized according to procedures the Guatemalan authorities can inform you about.*

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***We warmly welcome you to Guatemala, the country of eternal spring!***

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DGM - GUATEMALA

Ministerio de Gobernación de Guatemala
Dirección General de Migración
SOLICITUD DE VISA DE RESIDENTE TEMPORAL
Request for Temporal Resident Visa

1 Nacionalidad
2 Número de pasaporte
3 Nombres completos
4 Fecha de nacimiento
5 Sexo
6 Lugar de nacimiento
7 Nombres y nacionalidad de padre
8 Nombres y nacionalidad de madre
9 Estado civil
10 Profesión u oficio
11 Lugar de expedición del pasaporte
12 Fecha de vencimiento de pasaporte
13 Fecha y lugar (frontera) del último ingreso a territorio guatemalteco
14 Movimientos migratorios desde su ingreso al país
15 Número, fecha de emisión y fecha de expiración de la visa guatemalteca más reciente o con la cual entró a Guatemala (si aplica)
16 Nombres de dependientes para quienes también solicite residencia
17 Última dirección y teléfono de residencia en su país de origen
18 Actividad a la que pretende dedicarse
19 Categoría de garantía

¡INFORMACIÓN IMPORTANTE EN EL DORSO!

El solicitante presenta la solicitud y la documentación requerida (según se detalla a continuación) ante la ventanilla de la Subdirección de Operaciones de Extranjería, ubicada en la zona 8 de la capital.

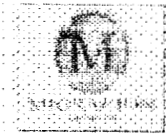
**A la solicitud deberá presentar los siguientes documentos / The request should be accompanied by the following documents:**

1. Fotografía reciente / *Recent photo*
2. Pasaporte y fotocopia autenticada (la página con los datos personales y la página que contenga el último sello de visa o entrada al país) / *Passport and witnessed copy*
3. Certificación de validez y vigencia del pasaporte (en español o en idioma original y traducida al español) emitida por embajada o consulado de su país formalmente acreditados ante el Gobierno de Guatemala, o certificación de partida de nacimiento para personas originarias de países con los que Guatemala no sostenga relaciones diplomáticas / *Certification in Spanish (or translated to Spanish) of passport's validity, extended by your Embassy or Consulate in Guatemala, or in the case no diplomatic relations exist, a birth certificate*
4. Constancia de carencia de antecedentes penales del país o países en los que haya tenido domicilio en los últimos cinco años. En caso en dicho país o países no se extienda ningún documento similar, deberá presentarse certificado de la negativa de emisión de dicha constancia. / *Certificate of lack of penal history from the country of residence during the last five years, and in case the country does not issue such a certificate, you must present a note from the authorities explaining this*
5. Constancia de un garante guatemalteco, ya sea persona individual o jurídica, y acreditar solvencia económica del mismo mediante / *Letter of guarantee accompanied by the following, indicating economic solvency.*
  - Personas individuales / *Individuals* Declaración jurada de capacidad económica, indicando número de identificación tributaria y acompañando declaraciones fiscales y fotocopia legalizada de la cédula de vecindad, agregar constancia de ingresos y fianza / *Declaration of economic capacity, income and taxation, indicating the tax identification number, witnessed copy of the Guatemalan ID-card, and security as guarantee.*
  - Personas jurídicas / *organizations* Declaración jurada acompañando estados financieros, no necesarios si demuestra asociación en cámaras empresariales, gremial de exportadores o calificadas por el Ministerio de Economía, patente de comercio de la entidad garante y fotocopia legalizada del documento de identificación personal y del acta notarial de nombramiento o del testimonio de la escritura pública del mandato del representante legal. Cuando el extranjero solicite la residencia para trabajar en el país en relación de dependencia, deberá presentar original y fotocopia legalizada de la carta-oferta de trabajo, y en un plazo no mayor de treinta días hábiles deberá presentar copia del permiso de trabajo otorgado por el Ministerio de Trabajo y Previsión Social / *Declaration of guarantee, accompanying financial statements (not necessary if member of an industrial organization or accredited by Ministerio de Economía), patent of commerce, and witnessed copies of legal representative's identification document and the Act of Nomination as such. If you will work as dependent, you must present original and witnessed copy of work offer, and within 30 work days, you must present copy of the work permit, extended by Ministerio de Trabajo y Previsión Social.*
  - Inversionistas / *Investors*: Los documentos legales que respalden la inversión, la cual no debe ser menor de US\$50,000 / *Legal documents, that show that the investment is not less than US\$50,000*
  - Religiosos / *Religious*: Carta del representante de la orden o del máximo representante a nivel nacional, certificación de la Iglesia a la que pertenece, debiendo ésta estar autorizada para funcionar en el país, demostrar capacidad económica para hacerse responsable del solicitante, copia certificada de sus estatutos y nombramiento del representante legal / *Letter from the religious organization's representative, certificate of permit for the religious organization to operate in Guatemala, documents that show that the organization can be financially responsible for the requestee, witnessed copy of the organizations statutes and the nomination of the legal representative.*
  - Personas respaldadas por instituciones internacionales / *International institutions*: Constancia de los ingresos que obtendrán en apoyo a su actividad en el país, documentación que demuestre la actividad de la institución, estatutos de la misma / *Certificate of the income the institution will receive to sustain your activity in the country, documents indicating the activity and statutes of the institution.*

NOTA: Tarifa de residente temporal: Q1,000.00 (mil quetzales) por un periodo de dos años. Para religiosos, la tarifa es de Q100 (cien quetzales). Tarifa de Constancia de Categoría Migratoria: Q.100.00 (cien quetzales). Cuota anual de residencia: Q200.00 (doscientos quetzales). Si los datos proporcionados en su solicitud cambiaran, deberá informarla a la DGM de los cambios inmediatamente. Todos los documentos proporcionados en el extranjero deben llevar los pases de ley correspondientes, sobre los cuales las autoridades guatemaltecas le podrán explicar si usted lo necesitara. Debe solicitar la prórroga antes de vencer el periodo autorizado, para evitar tener que cancelar una multa previo a solicitar la prórroga, la cual tiene los mismos requisitos.

NOTE: The fee for temporal resident: Q1,000.00 for a period of two years. For religious personnel and refugees, the fee is Q100. The fee of the Certificate of Migratory Category is Q.100.00. The annual residence fee is Q200.00. If the information you presented in your request changes, you should inform the immigration Services of the changes immediately. All documents from other countries must be legalized according to procedures the Guatemalan authorities can inform you about. You should request renewal of the visa before the period expires, in order to avoid having to pay a fine before presenting the request. The renewal has the same requisites.

**Regresar al inicio de este documento**



**Ministerio de Gobernación de Guatemala**  
**Dirección General de Migración**  
**SOLICITUD DE VISA DE ESTUDIANTE**  
*Request for Student Visa*

DGM - GUATEMALA

1	Tiempo por el cual solicita la visa (máximo un año y deberá poder demostrar su solvencia económica durante el período solicitado, según se indica en el dorso de este formulario) <i>Time for which the visa is requested (at most one year, and the student must indicate economic solvency for the period requested, as described on the back of this form)</i>	<input style="width: 150px; height: 20px;" type="text"/>
2	Nacionalidad <i>Nationality</i>	<input style="width: 150px; height: 20px;" type="text"/>
3	Número de pasaporte <i>Passport number</i>	<input style="width: 150px; height: 20px;" type="text"/>
4	Nombres completos <i>Complete names</i>	<input style="width: 250px; height: 20px;" type="text"/>
5	Fecha de nacimiento <i>Date of birth</i> (dd-mm-aaaa)	<input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/>
6	Sexo <i>Sex</i>	<input type="checkbox"/> <input type="checkbox"/>
7	Lugar de nacimiento (ciudad y país) <i>Place of birth (city and country)</i>	<input style="width: 250px; height: 20px;" type="text"/>
8	Nombres y nacionalidad de padre <i>Names and nationality of father</i>	<input style="width: 250px; height: 20px;" type="text"/>
9	Nombres y nacionalidad de madre <i>Names and nationality of mother</i>	<input style="width: 250px; height: 20px;" type="text"/>
10	Estado civil <i>Marital status</i>	<input style="width: 100px; height: 20px;" type="text"/>
11	Profesión u oficio <i>Profession or occupation</i>	<input style="width: 250px; height: 20px;" type="text"/>
12	Lugar de expedición del pasaporte <i>Passport's place of issue</i>	<input style="width: 250px; height: 20px;" type="text"/>
13	Fecha de vencimiento de pasaporte <i>Passport's date of expiry</i>	<input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/>
14	Fecha y lugar (frontera) del último ingreso a territorio guatemalteco <i>Date and place (border) of last entry into Guatemala</i>	<input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> ; <input style="width: 150px; height: 20px;" type="text"/>
15	Dirección y país de la última residencia / <i>Address and country of last residence</i>	<input style="width: 250px; height: 20px;" type="text"/>
16	Estudios a los que se dedicará / <i>Intended studies</i>	<input style="width: 250px; height: 20px;" type="text"/>
17	Centro de estudios a los que asistirá / <i>Educational facility you will attend</i>	<input style="width: 250px; height: 20px;" type="text"/>
18	Dirección del centro de estudios / <i>Address of the educational facility</i>	<input style="width: 250px; height: 20px;" type="text"/>
19	Tipo de visa con que entró a Guatemala (si aplica) / <i>Type of visa you entered Guatemala with (if applies)</i>	<input style="width: 150px; height: 20px;" type="text"/>
20	Dirección prevista en Guatemala / <i>Planned address in Guatemala</i>	<input style="width: 250px; height: 20px;" type="text"/>

**¡INFORMACIÓN IMPORTANTE EN EL DORSO!**

El solicitante presenta la solicitud y la documentación requerida (según se detalla a continuación) ante la ventanilla de la Subdirección de Operaciones de Extranjería, ubicada en la zona 8 de la capital. Cualquier comentario o pregunta, favor comuníquese al teléfono 361 84 78 o al correo electrónico [extranjeria@dgim.gob.gt](mailto:extranjeria@dgim.gob.gt) (pendiente de instalación).

*The request should be presented, with the documents listed below, to the immigration personnel in the Immigration offices in Zone 8 of the capital. Any comment or question, please do not hesitate to call 361 84 78 or send us a mail to [extranjeria@dgim.gob.gt](mailto:extranjeria@dgim.gob.gt) (yet to be installed).*

**A la solicitud deberá presentar los siguientes documentos / The request should be accompanied by the following documents:**

1. Fotografía reciente / *Recent photo*
2. Pasaporte y fotocopia autenticada (la página con los datos personales y la página que contenga el último sello de visa o entrada al país) / *Passport and witnessed copy*
3. Matrícula actual de estudios o aceptación del centro educativo reconocido oficialmente en Guatemala, donde realizará sus estudios / *Student carnet or letter of acceptance from the educational facility you will attend, officially recognized by Guatemala*
4. Carta de autorización de los padres (en español y con los pases de ley requeridos por documentos traídos del extranjero) en caso de ser menor de edad / *Letter of authorization by your parents/legal guardians (in Spanish or translated to Spanish and with the legal procedures required for documents brought from the exterior) in case you are under 18 years old*
5. Constancia de carencia de antecedentes penales del país o países en los que haya tenido domicilio en los últimos cinco años. En caso en dicho país o países no se extienda ningún documento similar, deberá presentarse certificado de la negativa de emisión de dicha constancia. / *Certificate of lack of penal history from the country of residence during the last five years, and in case the country does not issue such a certificate, you must present a note from the authorities explaining this*
6. Constancia de la solvencia económica para realizar los estudios, o constancia de beca o compromiso de financiamiento de la fuente financiera institucional que sufragará sus estudios en Guatemala / *Letter of economic capacity to realize the studies, or letter of scholarship or other means of institutional financing of your studies in Guatemala*

NOTA: Tarifa de visa de estudiante: Q200.00 (doscientos quetzales) y tarifa de Constancia de Categoría Migratoria (opcional para estudiantes, en caso que no quiera viajar con el pasaporte durante su estadía en Guatemala): Q.100.00 (cien quetzales)

NOTE: The fee for student visas: Q200.00. The fee of the Certificate of Migratory Category (optional for student visa) is Q.100.00

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**Ministerio de Gobernación de Guatemala**  
**Dirección General de Migración**  
**SOLICITUD DE VISA DE RESIDENTE PENSIONADO O RENTISTA**  
*Request for Resident Visa by Retirement*

1. Nacionalidad  
*Nationality*

2. Número de pasaporte  
*Passport number*

3. Nombres completos  
*Complete names*

4. Fecha de nacimiento (dd-mm-aaaa)  
*Date of birth*

5. Sexo  Hombres  Mujeres

6. Lugar de nacimiento (ciudad y país)  
*Place of birth (city and country)*

7. Nombres y nacionalidad de padre  
*Names and nationality of father*

8. Nombres y nacionalidad de madre  
*Names and nationality of mother*

9. Estado civil  
*Marital status*

10. Profesión u oficio  
*Profession or occupation*

11. Lugar de expedición del pasaporte  
*Passport's place of issue*

12. Fecha de vencimiento de pasaporte  
*Passport's date of expiry*

13. Fecha y lugar (frontera) del último ingreso a territorio guatemalteco  
*Date and place (border) of last entry into Guatemala*

14. Fecha de expiración de la visa guatemalteca más reciente o con la cual entró a Guatemala  
*Date of expiry of most recent Guatemalan visa, or the visa with which you entered Guatemala*

15. Última actividad a la que se dedicó en su país  
*Last activity you worked with in your country*

16. Nombres de dependientes para quienes también solicite residencia  
*Names of dependents the residence is requested for*  
(Nota: también debe llenar una solicitud por dependiente y presentar para cada uno fotos, pasaporte con copia autenticada y certificado de vigencia.)

17. Dirección prevista en Guatemala  
*Planned address in Guatemala*

18. Categoría de garantía  Persona individual  Persona jurídica  Inversión (no menor de US\$50,000; *Investment (not less than US\$30,000)*  Religioso

**¡INFORMACIÓN IMPORTANTE EN EL DORSO!**

El solicitante presenta la solicitud y la documentación requerida (según se detalla a continuación) ante la ventanilla de Atención al Cliente o directamente ante la ventanilla de Residente Pensionado o Rentista de la Subdirección de Operaciones de Extranjería, ubicada en el INGUAT, zona 4 de la capital. Cualquier comentario o pregunta, favor comunicarse al teléfono 361 84 78 o al correo electrónico [migextr@guate.net](mailto:migextr@guate.net).

*The request should be presented, with the documents listed below, to the personnel of "Atención al Cliente" or directly to the Residence by Retirement Window at the Immigration offices in INGUAT, Zone 4 of the capital. Any comment or question, please do not hesitate to call 361 84 78 or send us a mail to [migextr@guate.net](mailto:migextr@guate.net).*

**A la solicitud deberá presentar los siguientes documentos / The request should be accompanied by the following documents:**

1. Una fotografía reciente / *One recent photo*
2. Pasaporte y fotocopia autenticada (la página con los datos personales y la página que contenga el último sello de visa o entrada al país) / *Passport and witnessed copy*
3. Certificación de validez y vigencia del pasaporte (en español o en idioma original y traducida al español) emitida por embajada o consulado de su país formalmente acreditados ante el Gobierno de Guatemala, o certificación de partida de nacimiento para personas originarias de países con los que Guatemala no sostenga relaciones diplomáticas / *Certification in Spanish (or translated to Spanish) of passport's validity, extended by your Embassy or Consulate in Guatemala, or in the case no diplomatic relations exist, a birth certificate*
4. Constancia de carencia de antecedentes penales del país de su último domicilio en los cinco años anteriores a esta solicitud. En caso en dicho país o países no se extienda ningún documento similar, deberá presentarse certificado de la negativa de emisión de dicha constancia. / *Certificate of lack of penal history from the country of residence during the last five years, and in case the country does not issue such a certificate, you must present a note from the authorities explaining this*
5. Documentación con la que se compruebe fehacientemente la pensión o la renta de conformidad con lo dispuesto en la Ley de Migración, Art. 24, 25 y 26 y según el monto mínimo siguiente / *Documentation that clearly indicates that the retired is receiving a pension or rent in accordance with Articles 24, 25 and 26 of the Immigration Law (Ley de Migración), and with the minimum amounts as follows:*
  - El interesado deberá comprobar que tiene un ingreso mínimo mensual del equivalente en Quetzales a un mil Dólares de los Estados Unidos de América (US\$1,000.00) / *Monthly income in Quetzales equivalent to US\$1,000.*
  - Por cada dependiente, deberá acreditar un ingreso mínimo mensual de equivalente en Quetzales a doscientos Dólares de Estados Unidos de América (US\$200.00) / *For each dependent, a minimum monthly income in Quetzales equivalent to US\$200.*

**NOTA:** Tarifa de residente pensionado o rentista: Q3,000.00 (tres mil quetzales) Para religiosos y refugiados, la tarifa es de Q300 (trescientos quetzales). Tarifa de Constancia de Categoría Migratoria: Q.100.00 (cien quetzales). Los pensionados y rentistas están exentos de pagar la cuota anual de residencia. Al haberse concluido el trámite migratorio, deberá gestionar ante el Ministerio de Finanzas Públicas la autorización de los beneficios fiscales que le corresponden de conformidad con lo dispuesto en el Artículo 30 de la Ley de Migración. Además, deberá inscribirse en el Registro Civil en calidad de extranjero domiciliado. La DGM le entregará el certificado de residente pensionado o rentista, la constancia de categoría migratoria y copia sellada de la resolución para dichos trámites. Si los datos proporcionados en su solicitud cambiaran, deberá informarle a la DGM de los cambios inmediatamente. Todos los documentos proporcionados en el extranjero deben llevar los pases de ley correspondientes, sobre los cuales las autoridades guatemaltecas le podrán explicar si usted lo necesitara.

**NOTE:** The fee for resident by retirement: Q3,000.00 For religious personnel and refugees, the fee is Q300. The fee of the Certificate of Migratory Category is Q.100.00. The retired residents are exempt from paying the annual residence fee. When the visa has been stamped in your passport, you should request the authorization from the Ministry of Public Finance of fiscal benefits, as correspond according to Article 30 of the Law of Migration (Ley de Migración). You must also go to the Civil Registrar of the Municipality where you will reside, to be registered as a foreign resident. The immigration Authority (DGM) will give you the necessary certificate for that purpose, and will give you the residence card (certificate of migratory category), and a signed copy of the resolution. If the information you presented in your request changes, you should inform the Immigration Services of the changes immediately. All documents from other countries must be legalized according to procedures the Guatemalan authorities can inform you about.

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DGM - GUATEMALA

Ministerio de Gobernación de Guatemala
Dirección General de Migración
SOLICITUD DE PRÓRROGA DE VISA DE TURISTA O VISITANTE
Request for Renewal of Tourist or Visitor's Visa

Form with 12 numbered fields for personal and passport information, including nationality, passport number, names, date of birth, parents' names, marital status, profession, passport issue/expiry dates, and planned address in Guatemala.

El solicitante deberá presentar la solicitud de prórroga y la documentación requerida (según se detalle a continuación) ante la DGM. La visa tendrá la misma validez de permanencia que la visa anterior, no prorrogable. Si entró con tarjeta de turismo, no podrá prorrogar su permanencia. Cualquier comentario o pregunta, favor comunicarse al teléfono 361 84 78 o al correo electrónico migextr@guate.net/ The interested must present the request and the required documentation (as specified below) to the Guatemalan Immigration Authority (Dirección General de Migración). The renewal permits a stay in Guatemala of the same period as the previous visa. If you entered with a tourist card, you cannot prolong your stay in Guatemala. Any comment or question, please dial +502 - 361 84 78 or send an e-mail to migextr@guate.net

A la solicitud se le podrá exigir presentar los siguientes documentos (además del pasaporte) / The following may be requested (apart from your passport):

- Tarjeta de crédito internacional, carta bancaria o cheques de viajero a su nombre / International credit card, bank note or travellers' cheques in your name
- Declaración jurada de un mayor de edad en la que conste su nombre, nacionalidad, número de documento de identificación nacional, dirección, teléfono y su capacidad y compromiso de sufragar los gastos de viaje y estancia del interesado en Guatemala. Se acompañará a esta declaración fotocopia legalizada del documento de identificación del que suscribe la declaración jurada. / Signed statement, accompanied by an authenticated photocopy of the personal identification document of the person (adult) signing the statement, of commitment to guarantee the travel and stay expenses. The statement should include the name, nationality, personal identification document number, address, phone, and economic capacity of the signatory
- Boleto de ida y vuelta de transporte aéreo, terrestre o marítimo / Two-way ticket of air, sea, or land transport

NOTA: Tarifa de visa de visitante o turista: Q75.00 (setenta y cinco quetzales). La prórroga tendrá la misma validez que la primera visa, no prorrogable. Si vence el período autorizado antes de renovar la visa o salir del país, deberá cancelar una multa, en las oficinas de la DGM o en las fronteras / aeropuerto.

NOTE: The fee of the visitor or tourist visa is the equivalent of Q75.00 (seventy-five quetzales). The visa permits a stay in Guatemala of 90 days, and can be renewed one time for 90 days. If the interested only requires a visa to enter and leave Guatemala once, the visa can be acquired upon entry to Guatemala, at the same cost. However, some airlines require the passenger to have a visa before allowing him/her to board. In case, the visa expires before renewal or departure, a fine must be cancelled, at either the Immigration offices or at the border / airport.

Regresar al inicio de este documento



**Ministerio de Gobernación de Guatemala**  
**Dirección General de Migración**  
**SOLICITUD DE PRÓRROGA DE VISA DE NEGOCIOS**  
*Request for Renewal of Business Visa*

1	Nacionalidad <i>Nationality</i>	<input type="text"/>
2	Número de pasaporte <i>Passport number</i>	<input type="text"/>
3	Nombres completos <i>Complete names</i>	<input type="text"/>
4	Fecha de nacimiento (dd-mm-aaaa) <i>Date of birth</i>	<input type="text"/> <input type="text"/> <input type="text"/>
5	Sexo <i>Sex</i>	<input type="checkbox"/> <input type="checkbox"/>
6	Lugar de nacimiento (ciudad y país) <i>Place of birth (city and country)</i>	<input type="text"/>
7	Nombres y nacionalidad de padre <i>Names and nationality of father</i>	<input type="text"/>
8	Nombres y nacionalidad de madre <i>Names and nationality of mother</i>	<input type="text"/>
9	Estado civil <i>Marital status</i>	<input type="text"/>
10	Profesión u oficio <i>Profession or occupation</i>	<input type="text"/>
11	Lugar de expedición del pasaporte <i>Passport's place of issue</i>	<input type="text"/>
12	Fecha de vencimiento de pasaporte <i>Passport's date of expiry</i>	<input type="text"/> <input type="text"/> <input type="text"/>
13	Fecha y lugar (frontera) del último ingreso a territorio guatemalteco <i>Date and place (border) of last entry into Guatemala</i>	<input type="text"/> <input type="text"/> <input type="text"/> ; <input type="text"/>
14	Actividad a la que se dedica <i>Occupation or business activity</i>	<input type="text"/>
15	Dirección en Guatemala <i>Address in Guatemala</i>	<input type="text"/>
16	Número, fecha de emisión y fecha de expiración de la visa de negocios actual / <i>Number, date of issue and date of expiry of the business visa</i>	<input type="text"/> a / fo <input type="text"/> <input type="text"/> <input type="text"/>

El solicitante presenta la solicitud y la documentación requerida (según se detalla a continuación) ante la ventanilla de la Subdirección de Operaciones de Extranjería, ubicada en la zona 8 de la capital. Cualquier comentario o pregunta, favor comunicarse al teléfono 361 84 78 o al correo electrónico [extranjeria@dgm.gob.gt](mailto:extranjeria@dgm.gob.gt) (pendiente de instalación).

*The request should be presented, with the documents listed below, to the immigration personnel in the immigration offices in Zone 8 of the capital. Any comment or question, please do not hesitate to call 361 84 78 or send us a mail to [extranjeria@dgm.gob.gt](mailto:extranjeria@dgm.gob.gt) (yet to be installed).*

**A la solicitud deberá presentar los siguientes documentos / The request should be accompanied by the following documents:**

1. Pasaporte / *Passport*
2. Renovación de constancia de la actividad a la que se dedica / *Renewal of certificate of the business activity*

NOTA: Tarifa de visa de negocios: Q200.00 (doscientos quetzales). La visa tendrá validez de seis meses no prorrogables. Podrá solicitar una visa de residente temporal si pretende permanecer más tiempo en Guatemala. La prórroga deberá solicitarse antes de vencer la visa de negocios. A lo contrario, deberá cancelar la multa correspondiente antes de poder entregar la solicitud de prórroga.

NOTE: The fee for business visa: Q200.00. The visa is valid for six months, not renewable. You may request a temporal resident visa if you plan to stay longer in Guatemala. Your visa must be renewed before it expires. Otherwise, a fine must be paid before the request will be accepted.

*FORMS CA4*



**CA4 DOCUMENTO CENTROAMERICANO**  
El Salvador - Guatemala - Honduras - Nicaragua  
**FORMULARIO CON COPIA RETIRABLE-ANOTACIONES**  
**REVERSO-TAM. 16x21 cms.**

1er. Apellido: \_\_\_\_\_ 2do. Apellido: \_\_\_\_\_

Apellido Casada: \_\_\_\_\_

Nombres: \_\_\_\_\_

Fecha de Nacimiento Día: \_\_\_\_ Mes: \_\_\_\_ Año: \_\_\_\_ Estatura: \_\_\_\_ mts. \_\_\_\_ cms.

Color Tez: \_\_\_\_\_ Color ojos: \_\_\_\_\_ Color cabello: \_\_\_\_\_

Nacionalidad: \_\_\_\_\_

Documento de identificación: \_\_\_\_\_  
tipo número

Fecha emisión: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Puesto Migratorio: \_\_\_\_\_

\_\_\_\_\_  
**Sello y Firma**

Funcionario Migración Autoriza

**IMPORTANTE:**

Este documento deberá conservarlo y presentarlo a las autoridades migratorias a su salida.

En caso de extravío o deterioro, comuníquese con las autoridades migratorias locales. La alteración o falsificación de este documento será sancionada enérgicamente.

**DOCUMENTO GRATUITO - NO SE COBRARA SU EXPEDICION**

NO SE COBRARA SU EXPEDICION - NO SE COBRARA SU EXPEDICION

**CA4 ....**

**DOCUMENTO CENTROAMERICANO**  
EL SALVADOR - GUATEMALA - HONDURAS - NICARAGUA

PRIMER APELLIDO \_\_\_\_\_ SEGUNDO APELLIDO \_\_\_\_\_  
APELLIDO DE CASADA \_\_\_\_\_  
NOMBRES \_\_\_\_\_  
FECHA DE NACIMIENTO DIA \_\_\_\_\_ MES \_\_\_\_\_ AÑO \_\_\_\_\_ ESTATURA \_\_\_\_\_ MTS. \_\_\_\_\_ CMS. \_\_\_\_\_  
COLOR TEZ \_\_\_\_\_ COLOR OJOS \_\_\_\_\_ COLOR CABELLO \_\_\_\_\_  
NACIONALIDAD \_\_\_\_\_  
DOCUMENTO DE IDENTIFICACION: \_\_\_\_\_ TIPO \_\_\_\_\_ NUMERO \_\_\_\_\_  
FECHA EMISION \_\_\_\_\_  
PUESTO FRONTERIZO \_\_\_\_\_

SELLO Y FIRMA FUNCIONARIO MIGRACION  
AUTORIZA

**IMPORTANTE:**

Este documento deberá conservarlo, y presentarlo a las autoridades migratorias a su salida. En caso de extravío o deterioro, comuníquese con las autoridades migratorias locales. La alteración o falsificación de este documento será sancionado enérgicamente.

*DOCUMENTO GRATUITO - DOCUMENTO GRATUITO*  
VER REVERSO

SIN VALOR MONETARIO SIN VALOR MONETARIO SIN VALOR MONETARIO SIN VALOR MONETARIO



## *ENTRY AND EXIT CARDS*



# BIENVENIDOS A BELICE

## REGISTRO DE LLEGADA

Por Favor imprime

1. Nombre Completo: _____		
Apellido	Primer Nombre	SI
2. Sexo: M (1) <input type="checkbox"/> F (2) <input type="checkbox"/>	3. Nacionalidad: _____	
4. Fecha de Nacimiento: ____/____/____	5. Lugar de Nacimiento: _____	
Día Mes Año		
6. Número de Pasaporte: _____		
Fecha de Expedición: ____/____/____		
Día Mes Año		
Lugar de Expedición: _____		
Estado/Provincia		Pais
7. Número de Visa _____ Lugar y Fecha de expedición: _____		
8. Ocupación: _____		
9. Manera de Transportación: Aerolínea/Vehículo/Buque No. _____		
10. Ultimo Puerto de Embarcación: _____		
Ciudad		Pais
11. Dirección Permanente: _____		
Número		Calle
Ciudad/Pueblo/Aldoa	Distrito/Estado/Provincia	Código Pais
Firma de Pasajero		

### SOLAMENTE PARA NO RESIDENTES

12. Dirección en Belice: _____		
Número		Calle
Ciudad/Pueblo/Aldoa Distrito		
13. Duración Prevista de su viaje _____ día(s)		
14. Motivo de viaje: Negocios (1) <input type="checkbox"/> Vacaciones (2) <input type="checkbox"/> Oficial (3) <input type="checkbox"/>		
Familia/Amigos (4) <input type="checkbox"/> Intránsito (5) <input type="checkbox"/> Otros (9) _____ (specifique)		
15. Tipo de Acomodación: Hotel (1) <input type="checkbox"/> Casa de Huespedes (2) <input type="checkbox"/> Barco (3) <input type="checkbox"/>		
Privada (4) <input type="checkbox"/> Centros Turísticos (5) <input type="checkbox"/> Otros (9) _____ (specifique)		
16. ¿Ha visitado Belice antes? Si (1) <input type="checkbox"/> No (2) <input type="checkbox"/>		
17. Intereses Especiales: Naturaleza (1) <input type="checkbox"/> Buseo (2) <input type="checkbox"/> Pesca (3) <input type="checkbox"/>		
Arqueología (4) <input type="checkbox"/> Playas (5) <input type="checkbox"/> Otros (9) _____ (specifique)		
Uso Oficial		
Permitido quedar no mas de ____/____/____		puerto: _____
Día Mes Año		tipo: _____

### REGISTRO DE SALIDA

18. Nombre Completo: _____		
Apellido	Primer nombre	SI
19. Sexo: M (1) <input type="checkbox"/> F (2) <input type="checkbox"/>	20. Nacionalidad: _____	
21. Fecha de Nacimiento: ____/____/____	22. Lugar de Nacimiento: _____	
Día Mes Año		
23. Número de Pasaporte: _____		
Fecha de Expedición: ____/____/____		
Día Mes Año		
Lugar de Expedición: _____		
Distrito/Estado/Provincia		Pais
24. Puerto de Desembarcación: _____		
Ciudad		Pais
25. Dirección en Belice: _____		
Número		Calle
Ciudad/Pueblo/Aldoa		Distrito
Uso Oficial		
Permitido quedar no mas de ____/____/____		puerto: _____
Día Mes Año		Firma de Pasajero

**SISTEMA DE REGISTRO MIGRATORIO  
DE AMERICA CENTRAL**

TARJETA DE EMBARQUE / DESEMBARQUE  
(MIGRATION CARD - CENTRAL AMERICA)

LLENAR DE ACUERDO CON DOCUMENTO DE VIAJE USANDO LETRA DE MOLDE  
(FILL OUT ACCORDING TO TRAVEL DOCUMENT WITH CAPITAL LETTER)

1. APELLIDOS (LAST NAMES) \_\_\_\_\_  
NOMBRES (NAMES) \_\_\_\_\_
2. DOCUMENTO DE VIAJE N° (TRAVEL DOCUMENT) \_\_\_\_\_
- PASAPORTE (PASSPORT)     FORMULARIO CA-4 (FORMULARY CA-4)     SALVO CONDUCTO (SAVE - CONDUCT)
- PERMISO ESPECIAL (ESP. PAS)     CEDULA DE IDENTIDAD (IDENTIFICATION CARD)     OTRO (OTHERS)
3. TIPO DE PASAPORTE (TYPE PASSPORT)
- |   |   |
|---|---|
| <input type="checkbox"/> ORDINARIO (ORDINARY) | <input type="checkbox"/> DIPLOMATICO (DIPLOMATIC) |
| <input type="checkbox"/> OFICIAL (OFFICIAL)   | <input type="checkbox"/> OTRO (OTHER)             |
4. SEXO (SEX)     M     F
5. FECHA DE NACIMIENTO (BIRTH DAY)    /    /    6. NACIONALIDAD (NATIONALITY) \_\_\_\_\_  
DAY/MONTH/YEAR
7. OCUPACION ACTUAL (CURRENT OCCUPATION) \_\_\_\_\_
8. PAIS RESIDENCIA PERMANENTE (PERMANENT RESIDENCE COUNTRY) \_\_\_\_\_
9. MOTIVO DE VIAJE (PURPOSE)     TRANSITO (TRANSIT)     RESIDENCIA (RESIDENCE)     TURISMO (TOURIST)     OTRO (OTHER)
- OFICIAL (OFFICIAL)     NEGOCIO (BUSSINES)     ARTISTICA (ARTIST)
10. DIRECCION PREVISTA (FORESEEN ADDEES) \_\_\_\_\_  
\_\_\_\_\_



**SISTEMA DE REGISTRO MIGRATORIO  
DE AMERICA CENTRAL**

TARJETA DE EMBARQUE / DESEMBARQUE  
Migration Card - Central America

LLENAR DE ACUERDO CON DOCUMENTO DE VIAJE USANDO LETRA DE MOLDE  
FILL OUT ACCORDING TO TRAVEL DOCUMENT WITH CAPITAL LETTER N°

1) APELLIDOS : \_\_\_\_\_  
Surnames:

NOMBRES : \_\_\_\_\_  
Names:

2) DOCUMENTO DE VIAJE N° \_\_\_\_\_ 3) TIPO DE PASAPORTE  
Travel Document Type of passport

- PASAPORTE Passport
- SALVO CONDUCTO Safe-Conduct
- CEDULA DE IDENTIDAD Identidad Card
- FORMULARIO CA-4 Formulary CA-4
- PERMISO VECINAL Esp. Pass
- OTRO Others



5) PAIS Y FECHA DE NACIMIENTO  
Country and Date of Birth

PAIS \_\_\_\_\_  
Country

FECHA \_\_\_\_\_  
Date Day / Mes / Año  
Day / Month / Year

4) SEXO \_\_\_\_\_  
Sex M F

6) OCUPACION ACTUAL  
Current Occupation

7) NACIONALIDAD  
Nationality

8) PAIS RESIDENCIA PERMANENTE  
Permanent Residence Country

9) MOTIVO DE VIAJE / PURPOSE

- TRANSITO  RESIDENCIA  TURISMO  OFICIAL
- Transit Residence Tourism Official
- NEGOCIOS  ARTISTICA  OTROS
- Business Artistic Others

10) DIRECCION PREVISTA  
Foreseen Address

ENTRADA / Entry

TIPO DE TRANSPORTE / Type of Transportation

AVION PLANE	BARCO SHIP	AUTO CAR	BUS BUS	OTROS OTHERS

PAIS PROCEDENCIA / Departure Country

SALIDA / Exit

TIPO DE TRANSPORTE / Type of Transportation

AVION PLANE	BARCO SHIP	AUTO CAR	BUS BUS	OTROS OTHERS

PAIS DESTINO / Destination Country

USO OFICIAL / OFFICIAL USE ONLY

ENTRADA TIPO VIAJERO

N NRE ER NR

TIPO DE VISA

CONDICION

CODIGO DE INSPECTOR

SALIDA TIPO VIAJERO

N NRE ER NW


CONDICION

CODIGO DE INSPECTOR

ATENCION : DEBE CONSERVAR SU COPIA / WARNING : YOU MUST KEEP THIS CARD



AFIRME BIEN EL BOLIGRAFO



**SISTEMA DE REGISTRO MIGRATORIO DE AMERICA CENTRAL**  
 TARJETA DE EMBARQUE/DESEMBARQUE / Migration Card - Central America  
**LLENAR DE ACUERDO CON DOCUMENTO DE VIAJE USANDO LETRA DE MOLDE**  
 FILL OUT ACCORDING TO TRAVEL DOCUMENT WITH CAPITAL LETTER

No. C \_\_\_\_\_

---

1. APELLIDOS *Sumames* \_\_\_\_\_  
 NOMBRE *Names* \_\_\_\_\_

2. DOCUMENTO DE VIAJE Nº *Travel Document* \_\_\_\_\_ 3. TIPO DE PASAPORTE *Type of passport*  
 ORD  OF  DIP  OTRO

PASAPORTE *Passport*  FORMULARIO CA-4 *Formulary CA-4* 4. SEXO *Sex*  F  M

SALVOCONDUCTO *Safeconduct*  PERMISO VECINAL *Esp. Pass* 5. PAIS Y FECHA DE NACIMIENTO *Country and date of birth*  
 PAIS *Country* \_\_\_\_\_ DIA *Day* \_\_\_\_\_ MES *Month* \_\_\_\_\_ AÑO *Year* \_\_\_\_\_

CEDULA DE IDENTIDAD *Identification Card*  OTRO *Other* 7. NACIONALIDAD *Nationality* \_\_\_\_\_

6. OCUPACION ACTUAL *Current Occupation* \_\_\_\_\_

---

8. PAIS DE RESIDENCIA PERMANENTE *Permanent Residence Country* \_\_\_\_\_

9. MOTIVO DE VIAJE *Purpose of trip*  
 TRANSITO *Transit*  RESIDENCIA *Residence*  TURISMO *Tourism*  OTROS *Others*  
 OFICIAL *Official*  NEGOCIOS *Business*  ARTISTICA *Artistic*

10. DIRECCION PREVISTA *Foreseen Address* \_\_\_\_\_

ENTRADA / Entry					SALIDA / Exit				
TIPO DE PASAPORTE / Type of Transportation					TIPO DE TRANSPORTE / Type of Transportation				
Avión <i>Plane</i>	Barco <i>Ship</i>	Bus <i>Bus</i>	Auto <i>Car</i>	Otro <i>Other</i>	Avión <i>Plane</i>	Barco <i>Ship</i>	Bus <i>Bus</i>	Auto <i>Car</i>	Otro <i>Other</i>

PAIS DE PROCEDENCIA / *Departure Country* \_\_\_\_\_ PAIS DE DESTINO / *Destination Country* \_\_\_\_\_

---

**USO OFICIAL / OFFICIAL USE ONLY**

<p>ENTRADA: TIPO VIAJERO: <input type="checkbox"/> N <input type="checkbox"/> NRE <input type="checkbox"/> ER <input type="checkbox"/> NR</p> <p>TIPO DE VISA _____</p> <p>CONDICION: _____</p> <p>CODIGO DE INSPECTOR _____</p>	<p>SALIDA: TIPO VIAJERO: <input type="checkbox"/> N <input type="checkbox"/> NRE <input type="checkbox"/> ER <input type="checkbox"/> NR</p> <p>TIPO DE VISA _____</p> <p>CONDICION: _____</p> <p>CODIGO DE INSPECTOR _____</p>
--	---

ATENCION: DEBE CONSERVAR SU COPIA/WARNING: YOU MUST KEEP THIS CARD



**SISTEMA NACIONAL MIGRATORIO**  
**TARJETA DE EMBARQUE Y DESEMBARQUE /**  
**BOARDING CARD**

0042551

DGM- GUATEMALA

1 Nacionalidad/ Nationality \_\_\_\_\_

2 Documento con que se identifica / Personal identification document Pasaporte/ Passport  Cédula/ ID Card  Otro (partida de nacimiento...) Other \_\_\_\_\_

3 No. de documento / Document No. \_\_\_\_\_

4 Documento de viaje (si no es pasaporte) / Travel document (if not passport) Pase local/ local pass  CA4  Otro/ Other \_\_\_\_\_

5 Nombres / Names 1. \_\_\_\_\_ 2. \_\_\_\_\_

6 Apellidos / Surname 1. \_\_\_\_\_ 2. \_\_\_\_\_

7 Apellido de casada/ Marital last name \_\_\_\_\_

8 Fecha de nacimiento / Date of birth ( dd-MM-aaaa) \_\_\_\_ - \_\_\_\_ - \_\_\_\_ 9 Sexo/ Sex

10 Estado civil / Marital status Casado o unido/ married or united  Soltero/ Single

11 País de procedencia (en caso de entrada) o de destino (en caso de salida)/ Country from/to which you travel \_\_\_\_\_

12 Motivo del viaje/ Travel motive Turismo/ Tourism  Oficial/ Official  Tránsito/ Transit  Negocios/ Business  Residencia/ Residence  Otro/ Other

13 Transporte/ Transportation Avion/ Plane No. de Vuelo/ Flight No. \_\_\_\_\_ Empresa/ Company \_\_\_\_\_  
 Barco/ Ship Empresa/ Company \_\_\_\_\_  
 Bus/ Bus Empresa/ Company \_\_\_\_\_  
 Auto/ Car Placa/ Plate \_\_\_\_\_

14 Alojamiento/ Lodging Hotel/ Hotel  Casa/ House

**SISTEMA NACIONAL MIGRATORIO**

Entregue esta parte al terminar su viaje/  
 Surrender this part upon your departure



**PORTACIÓN OBLIGATORIA / MAINTAIN THIS DOCUMENT WITH YOU WHILE IN GUATEMALA**

DGM- GUATEMALA

0042551

1 No. de documento con que se identifica/ Document No. \_\_\_\_\_

2 Nombres / Names 1. \_\_\_\_\_ 2. \_\_\_\_\_

3 Apellidos / Surname 1. \_\_\_\_\_ 2. \_\_\_\_\_

4 Apellido de casada/ Marital last name \_\_\_\_\_

5 Transporte/ Transportation Avion/ Plane No. de Vuelo/ Flight No. \_\_\_\_\_ Auto/ Car Placa/ Plate \_\_\_\_\_

**AVISO:** Toda persona que participe en cualquier forma de tráfico, siembra, cultivo o distribución de drogas será sancionada con prisión de 12 a 20 años y multa de Q50,000.00 a Q1,000,000.00. SI USTED TIENE ALGUNA INFORMACIÓN AVISE A LA AUTORIDAD MÁS CERCANA.  
**WARNING:** Anyone who participates in traffic, planting, growing, or distribution of drugs will be punished with 12-20 years of prison and a fine of \$10,000.00 to \$160,000.00. IF YOU HAVE INFORMATION CONCERNING DRUG TRAFFIC, PLEASE CONTACT THE NEAREST AUTHORITY.

AmericanAirlines®

Nº 46657

BOLETA DE CONTROL MIGRATORIO DIRECCION GENERAL DE MIGRACION HONDURAS, C.A.		INMIGRATION SHEET HONDURAS MIGRATION OFFICE HONDURAS, C.A.	
LLENADO POR EL VIAJERO		FILLED OUT BY TRAVELER	
EMPRESA Carrier		Nº DE LA EMPRESA <b>20</b>	
APELLIDO DE CASADA Married Name		PRIMER Y SEGUNDO APELLIDO Family Name	
NOMBRES Names		NACIONALIDAD Nationality	SEXO Sex
DIRECCION EN HONDURAS Home Address in Honduras:		DIA MES AÑO Day Month Year	
CIUDAD City		DEPARTAMENTO State	PROFESION U OFICIO Occupation
NUMERO DE PASAPORTE Passport Number		TIPO DE PASAPORTE Type of Passport	
MOTIVO DEL VIAJE			
TRANSITO Transit <input type="checkbox"/>	TURISMO Tourism <input type="checkbox"/>	NEGOCIOS Business <input type="checkbox"/>	OFICIAL Official <input type="checkbox"/>
ESTUDIOS Studies <input type="checkbox"/>	CONVENCIONES Conventions <input type="checkbox"/>	SALUD Health <input type="checkbox"/>	RESIDIR Residence <input type="checkbox"/>
DEPORTES Sports <input type="checkbox"/>		OTROS Others <input type="checkbox"/>	
NUMERO DE VISA O TARJETA DE TURISMO Visa Number or Tourism Card		PUERTO DE DESEMBARQUE Port of Desembarkation	
ULTIMO PUERTO DE EMBARQUE Last Port of Embarkation		PAIS DE DESTINO Country of Destination	
PAIS DE PROCEDENCIA Country of Departure		PAIS DE DESTINO Country of Destination	
▼ PARA USO OFICIAL SOLAMENTE ▼		▼ FOR OFFICIAL USE ONLY ▼	
FECHA DE ENTRADA		DIAS	FECHA DE SALIDA
DELEGACION E INSPECTOR		DELEGACION E INSPECTOR	
		N E R VIAJERO	
ADVERTENCIA: PRESENTE ESTE DOCUMENTO A LA DELEGACION HONDUREÑA DE MIGRACION. AL COMPLETAR SU VIAJE. SIN VISA APROPIADA NO SE PUEDE TRABAJAR EN EL PAIS. LA DIRECCION NOTICE: PRESENT THIS DOCUMENT TO EMIGRATION OFFICER BEFORE LEAVING THE COUNTRY. FOREIGNERS CAN NOT WORK IN HONDURAS WITHOUT SPECIAL VISA. MANAGEMENT			

*LOCAL AND NEIGHBOURING LAISSEZ-PASSER*





## Dirección General de Migración



El Infrascrito Jefe de Delegados de Migración de la Dele-gación d. Migración de Melchor de Mencos Frontera, Petén con Autorización de la Superioridad, Concede Autoriza-ción al Portador Sr. \_\_\_\_\_

de Nacionalidad \_\_\_\_\_, para que pueda Internarse a Territorio Nacional de Tránsito a su País, oor un Termino de 72 Horas.

\_\_\_\_\_  
JEFE DELEGACION