

## Obtaining a French Polynesian Long Stay (V36)

Updated 11-2022

<https://www.jacarandajourney.com/other-good-stuff>

This document is for those folks who wish to stay in French Polynesia (FP) longer than 90-days and are required to get a long stay(LS) visa / carte de sejour(cds). EU citizens are exempt from a long stay visa (it is not required). UK citizens are now required to obtain a LS visa.

**Please read thru the entire document including additional sections of notes**

### **Long Stay Visa Document Consists of 5 parts**

1. Apply for a long stay visa outside of French Polynesia at a French consulate.
  - a. General requirements applicable to all countries submittal process
  - b. Unique country by country information for applying. Often requirements are different per country. Included are specific country notes.
  - c. Health Insurance.
  - d. Additional notes and tips.
  - e. Explanation of required dates on the application.
2. Check in process when you arrive in FP.
3. Apply for a carte de sejour (cds) once you arrive in French Polynesia.
4. Renewing your carte de sejour.
5. Contact Information.

### **Part #1 Applying for FP LS Visa**

\*\*\* Please remember the consulates and outsourcing companies are not used to dealing with LS visas for FP (except Panama). Expect questions that do not pertain to cruising, such as proof of accommodation, etc. and general confusion. Consulates rely on mainland France LS visa policy hence requiring specific information not necessarily used by the High Commission / Haute Commissariat (HC) office in Papeete.

Note: If your spouse has an EU passport and you are able to show a legal (ORIGINAL) marriage certificate. You can apply for a cds once you arrive in French Polynesia. You and your children are eligible for a cds based off your spouse's EU passport. You do not need to begin the process outside of FP.

*If you are a member of family of a national of the EU, European Economic Area or Switzerland, you may apply for a residence authorization with the administration of the High Commission of the French Republic in French Polynesia within three months of your arrival at the latest (or before your short-term visa expires)*

### **French Polynesia Haute Commissariat website regarding LS Visas (English)**

You must create an account to access

<http://www.polynesie-francaise.pref.gouv.fr/Demarches-administratives/Etrangers/Demarches-en-Anglais-English/Conditions-for-the-entry-of-foreigners-in-French-Polynesia/Document-checklist-for-long-stays-in-French-Polynesia-more-than-3-months>

## **Details & Requirements for a French LS visa**

[https://france-visas.gouv.fr/en\\_US/web/france-visas/your-arrival-in-france](https://france-visas.gouv.fr/en_US/web/france-visas/your-arrival-in-france)

It appears that each French embassy or consulate has their own flavor of what is required and how long it takes to obtain a long term visa for French Polynesia. US and Canada are now using VFS Global outsourcing company to submit LS visa applications. UK is using VTS outsourcing company. Some consulates require a police report others do not require a police report. Some consulates require a Health Insurance plan that meets mainland France health insurance policy where other consulates do not.

**All documents are sent to Papeete for processing regardless what consulate accepts your paperwork.**

- Panama takes 3 weeks to process paperwork (4-22).
- USA – Reports are 4-6 weeks (2-22).
- Chile took 5 weeks to process (2-19).
- Ecuador took us 8 weeks to process (1-15).
- Mexico takes 7 weeks.

**You cannot apply for a LS visa greater than 90 days before the entry date(start date) of the visa.**

**Be sure to keep all copies of submitted paperwork as you will be required to submit it again when you apply for your carte de sejour upon arrival in French Polynesia**

### **Part #1a Requirements that Apply to LS Visa Application**

The following is “general” requirements when applying for a FP LS visa. This can vary by country of application.

1. Apply no sooner than 90 days before intended arrival. Note intended start date(arrival date) is the most important.
2. Completed application. One per person. Signed and dated
3. Copy of Passport - picture / id page of passport (some countries require every page to be copied). Must be valid 3 months beyond visa end date.
4. Passport must have a minimum of 2 blank pages
5. 2 Passport photos color (EU dimensions)
6. Health insurance coverage for the entire visa length (see health insurance below)
7. Copy Vessel Documentation
8. Copy of at least 3 months of bank records or Investment accounts showing your name and fund balance
9. Letter from employer or proof of business ownership. If retired pension certificate
10. Letter stating you will not work in French Polynesia for the duration of the visa.
11. Proof of accommodation. A letter stating you are onboard your vessel. Marina Papeete, Papeete, Tahiti, French Polynesia (reservations not accepted)
12. Marriage Certificate if applicable
13. Criminal background check (requirement in some countries)

## Part #1b Country By Country Application Notes

### USA

French Visa Website:

<https://france-visas.gouv.fr/en/web/france-visas/ma-demande-en-ligne>

Visa submittal info: [https://france-visas.gouv.fr/en\\_US/web/us](https://france-visas.gouv.fr/en_US/web/us)

Location of the VFS Visa centers in US:

<https://france-visas.gouv.fr/web/us/a-qui-sadresser>

Washington DC is the clearing house for ALL USA FP submittals. It goes from the VFS Global regional office to DC to Papeete to DC finally being sent back to the regional VFS office you used.

You will have to submit your passport to VFS.

You will be required to give up your passport during the entire process. A second passport can be applied for but could take some time so plan accordingly. See LS notes section.

It has been suggested to have your passport returned by Fed Ex or DHL as one person was NOT notified that the passport was returned and sat in a desk drawer at VFS office. Using a courier your passport would go from DC directly to you bypassing the VFS office.

1-2022 SV Genesis \$380 usd being 2 visa fees, two Bare minimum appointments slots

10-2021 SV Moondance Our appointment with VFS(SF) went well. It was nerve wracking. They really went through our documents thoroughly and asked many questions. Our appointment lasted about 2 hours.

### **9-2019 US Insurance Update**

Recently a family from California who submitted their paperwork to VFS Global received a rejection notice from the French Consulate in Washington, DC. The reason was their health insurance did not meet the requirements of the French Consulate in Washington, DC.

From the French Consulate in Washington DC regarding Health Insurance

- Proof of medical insurance, which must state **SPECIFICALLY** the following :
- It is valid in **France/French Polynesia** or **worldwide**
- Covers **medical expenses**
- Covers **emergency medical repatriation**
- Minimum coverage amount of **\$35,000** for medical expenses and emergency medical repatriation.
- Mentions **precise dates of coverage**, and covers your **WHOLE stay in France**
- **Zero deductible/copay. No upfront payment**

This eliminates about 98% of international health insurance because of the zero deductible clause.

An insurance company that is used to satisfy French Schengen visa insurance requirements and they will include a letter to submit with the visa application.

<https://www.insubuy.com/schengen-visa-insurance/>

The US & Canadian VFS has repeatedly rejected DAN insurance whereas other French consulates (Panama, Mexico, Chile, Ecuador) accepted DAN without question.

IMG has an international policy (Patriot) that has zero deductible. Policy is issued immediately with ID cards that can be printed out. They also have downloadable, customized "VISA Letter" that can be printed out and attached with your submission to the Consulat de France. Everything can be accomplished by email.

12-2021 We have used and recommend Roger Anthony as an insurance agent. Roger is excellent and can help you obtain IMG insurance that will meet French insurance requirements. We use IMG UK insurance plan which is easier to make claims if needed.

Roger Anthony

Calling from U.S./Canada Toll Free 1-800-608-5743

Calling from Mexico Toll Free 01-800-681-6730

Mexico Cell 624-129-2179

Email: [roger@protexplan.com](mailto:roger@protexplan.com)

10-2019 Update V26. SV Pazzo reported buying IMG Patriot Insurance for app \$1500 each and received a letter from IMG which satisfied the French consulate in NYC.

Please let me know what insurance you used to satisfy the US French LS requirements.

**01-2020** Recent reports from folks applying in the US is that the French consulate in DC is asking for marina information and reservations. Suggest you put "Marina Papeete, Papeete, Tahiti" on the form and then state "Reservation Not Accepted"

### **Check list from the French Visa website (11-2021 SV Moondance)**

#### Forms

Signed and dated application form

Receipt France-Visa

#### Pre-Requisites

Travel document, issued less than 10 years ago, containing at least 2 blank pages, with a validity of at least 3 months longer than the date you to leave the Schengen area or, in the case of a long stay, at least 3 months beyond expiration date of visa.

Be sure to transmit(scan) all PAGES of your travel document containing visa, entry and exit stamps or any other inscription

ID photograph

If not a US citizen, please provide proof of legal status (green card. Etc)

Purpose of Stay

Letter from employer or proof of business ownership. If retired pension certificate  
Promise not to exercise any professional activity in France

Travel Health Insurance

Travel Health Insurance certificate issued by an insurance company(covering any possible costs for medical repatriation, and emergency and/or hospital treatment, for a minimum amount of 30K euros valid in France for the whole stay. A copy of your American health certificate in not accepted

Accommodation

Proof of accommodation in France, property title deed, tenancy agreement or other supporting document. Or proof that accommodation will be provided by a person residing in France, or if not, a document explaining the accommodation arrangements in France.

Funds

Proof of resources. Pension certificate or at least 3 months of bank statements

Applicable Visa Fees

12-2021 99euros or about \$121. Check the fees section on the website.

Be sure to read the section “Important Notes for Applying for a LS Visa”

----- **End USA** -----

**CANADA**

Must apply on line at: [www.france-visas.gouv.fr/web/ca](http://www.france-visas.gouv.fr/web/ca) - an English language option is available.

10-2021 SV Marco

LS Visa application from Vancouver, BC . We wanted to have everything ready before applying in person. As it was, we still didn't quite have everything, but had a 2-hour break between interviews and were able to get copies of what was needed in time for the last interview. Our agent was very patient and helpful.

Here's what we brought as part of our visa application package to send to the consulate in Montreal.

Original passports.

Printed copies of all completed and signed Long Stay Visa Applications.

Colour copies of all of our passports, marriage certificate, kids' birth certificates.

2 passport photos each.

Proof of accommodation: We provided a copy of our notarized Canadian boat registration, the signed purchase agreement showing the purchase happened in Tahiti, a copy of an email from our boat watcher (Adrian, who is fantastic by the way) just stating the condition of the boat with photos. The address we used was Taina Marina. Each applicant submitted copies.

Proof of socio-economic status: since we are both self-employed we submitted letters written by ourselves stating our positions within our own companies. Pretty informal. We also submitted corporate bank statements with our company names on them as well as the list of shareholders within the company. We also submitted tax return details showing proof of income. Both Corporate and Personal. Perhaps overkill but we wanted to show we were financially independent and our agent said the more we had to show the better. Of course part of this was including a notarized letter stating we wouldn't work, as well as our itinerary. Included with this was a Certificate of Identity for Filip and myself - the notary we used suggested this was required.

Proof of Income: We provided 3 most recent months of personal and business bank statements.

Medical Insurance: We provided copies of a recommended Schengen medical insurance provider for all 5 of us for the duration of our stay in FP. (IMG Patriot Policy)

[https://www.insubuy.com/img-insurance/?aid=google&utm\\_source=Google&utm\\_medium=Ad&utm\\_campaign=IMG1&gclid=Cj0KCQiAzMGNBhCyARIsANpUkzO0cqGAXjDk1YILPi4ECZFh32nhZLZzXI8ieVL-Lszv6bAbrEtHwUYaAlauEALw\\_wcB](https://www.insubuy.com/img-insurance/?aid=google&utm_source=Google&utm_medium=Ad&utm_campaign=IMG1&gclid=Cj0KCQiAzMGNBhCyARIsANpUkzO0cqGAXjDk1YILPi4ECZFh32nhZLZzXI8ieVL-Lszv6bAbrEtHwUYaAlauEALw_wcB)

If you scroll down to "for travel outside the US" you'll see Patriot International which is our policy provider. We paid \$1700 USD for all 5 of us for 9 months. We chose it because it fully meets Schengen requirements, has COVID coverage and was competitively priced.

My advice is to have copies of everything for EACH applicant as they process everyone separately, including small children. It's a lot of copies!

We interviewed at VFS Global in Vancouver on October 25th and our Visas were delivered to our home in Victoria on Dec 1st. Each passport cost app \$39 to have it delivered

03-2020 SV Lucky Dog

LS Visa Application from Vancouver BC (March 2020). Wanted to pass along the experience of my husband and I today. In addition to the paperwork that is listed in the application print off, they wanted these documents/changes: 1) Letter under oath stating you won't seek employment -- Should be notarized. I tried to get an answer about this before going about whether or not it should be notarized before we go or if you swear under oath and sign while there. I didn't get an answer, so did not have it notarized. So the folks at VFS made note of that on our application. We will see if that matters;

- 2) they want copies of ALL pages of the passports with stamps on them (didn't have, so they made it for \$1/page);
- 3) I am in private practice. For my employment proof they asked for a business license (I don't have one). So they had me write a letter about how my office address is still active while I am gone and I wrote that I have appointments scheduled for December 2020 and January 2021, so definitely plan on leaving by November 30th;
- 4) My husband is retired, so they wanted either a notarized statement from someone saying that they can vouch for him coming back or copy of our property tax documentation for our place in Vancouver. We did not have either with us, so they made him promise to have the property tax document available if needed;
- 5) for my husband they wanted financial proof either through our checking account in Canada or his RRSP documents. He had provided a statement from a US bank -- and that does not work for coming from Canada. Fortunately he was able to use my copies of our Canadian joint bank statement.
- 6) They asked for the address of where we will drop anchor. I had given them the information for where we will check in for Nuku Hiva. She then asked about our address for our boat when we anchor in Nuku Hiva. I explained to her that we will drop our anchor in the water -- no specific address -- (they had our sail plan) and she seemed okay with that. I had made a copy of our boat's documents and put "Accommodations" across the top. That seemed to make them happy too.

Bottom line, it was frustrating to not be able to get clear answers prior to going -- all the VFS folks could tell me is that they couldn't tell me anything about my specific questions -- only the French government could (and their site referred me to VFS....so....) But it wasn't the VFS people's fault working there, so I stayed pleasant throughout and they seemed like they were doing their best to help. Oddly enough, both my Chinese and Russian visas were a smoother process when actually submitting documents than this one. Here's hoping for the best!

Be sure to read the section "Important Notes for Applying for a LS Visa"

----- **End Canada** -----

## **ECUADOR**

7-2018 French Consulates (Ecuador) are requiring you to submit passport when applying versus a copy of your passport. This may impact your travel plans in SA.

01-15 SV Jacaranda

Linda applied in Ecuador (2015) and supplied the following:

Copy of Passport

Visa application in English

Cover letter stating why she wanted a 1-year visa. Supplied in both English and French.

6 months of bank statements printed off her online account

DAN medical insurance card (see Insurance Notes)

Jacaranda vessel documentation

Letter stating she would not seek employment

Letter from me stating she is onboard Jacaranda (Different last names)

2 Passport photos (US size was acceptable)  
Boat card

Linda filled out the online request for an appointment, received email confirmation with time and date, arrived at the embassy and presented the paperwork. She was allowed to keep her passport as we were traveling thru South America.

Note: (5-2018) Recent reports from cruisers that applied at the French Embassy in Quito, Ecuador say they were NOT allowed to keep their passports. They had to be turned into the French embassy while awaiting processing of their LS visa

There was no interview just a French embassy employee checking off the items they required.

Be sure to read the section “Important Notes for Applying for a LS Visa”

----- **End Ecuador** -----

## **PANAMA**

04-2022 It has been reported for the past 12-14 months that the online appointment tool is not working. If you tried to make an appointment online and find the message “We are at full capacity. Please try later” then email the embassy to request an appointment at: [consulat.panama-amba@diplomatie.gouv.fr](mailto:consulat.panama-amba@diplomatie.gouv.fr)

Online submittal form received a reply within 24 hours.

[https://pa.ambafrance.org/Contactarnos?fbclid=IwAR2\\_Q56389RNjd-IBenLK02ex3Mdc2IbcBN9ovkalWG7IOHM6CBRgH3OjaY](https://pa.ambafrance.org/Contactarnos?fbclid=IwAR2_Q56389RNjd-IBenLK02ex3Mdc2IbcBN9ovkalWG7IOHM6CBRgH3OjaY)

Additional point of contact at embassy:

Sarah KASCHUBAT

[sarah.kaschubat@diplomatie.gouv.fr](mailto:sarah.kaschubat@diplomatie.gouv.fr)

Agent consulaire – Agente consular

Ambassade de France au Panama - Embajada de Francia en Panamá

Plaza de Francia, Las Bovedas, SAN FELIPE, PANAMA

(+507) 211 6200

**02-2021** Recently reported on FP FB Page

We just got ours in Panama City. We didn't have to provide a character reference. Boat insurance not required. Health Insurance required. We had to prove we were allowed to homeschool the kids. Required proof of financial support

**11-2019** SV Cream Puff

We had our appointment at the French Embassy here in Panama yesterday. Everything went smoothly. I wanted to send you a note to let you know all the great information on your blog was essential and on the mark. Here are a few additional notes:

Rather than just putting 'Retired' as employment the lady wanted me to add a few words about what we did before retirement. This only need to be a couple words. I just wrote 'Business Owner' and the type of business and that sufficed.

Visitors are asked to leave everything except the paperwork they need and wallet in a locker inside the security office. They give you the key.

There is only one person at the Embassy who is charged with doing all the visas for FP. Have everything ready to go and separated out because she will want to take the paperwork to her office to review before taking each applicant to her office. She will then take one person at a time into her office. She will ask any questions she might have about the paperwork and verify fingerprints electronically. She will then explain the process and will send an email when the visa approval arrives from FP. She said it normally takes 4 weeks but can be shorter and usually not more than 6 weeks.

I did some research and found that Mailboxes Etc, all of the Arrocha Pharmacies and Postnetwill do passport photos. All three are chains and have multiple locations throughout Panama. We did ours at Arrocha. We each had 8 photos for under \$3.00US.

01-2020 SV Cream Puff (follow up)

We sent you an update of the visa process but then I forgot to update you on the back end. In Panama it took 4 weeks for our visa to be processed and then 24 hours for the stamp of the passport. We were told that the visa process can take about 4-6 weeks during January and February when they are busier.

For the passport stamp; we dropped off our passports in the morning and were notified by email the next day to pick them up again. You do not need an appointment to drop off or pick up the passport but need to do it between 8:30am – 11:30am. You need a copy of the receipt showing you paid for the visa and a copy of the email requesting you pick up the passports and visa. Picking up the visa and passports took only about 10 minutes. I hope this helps other folks in Panama.

We were told that the process can take about 1-2 weeks longer during January and February when they are busier.

----- End Comments by SV Cream Puff -----

12-2017 from SV Airborne

Filled out application form for each person. (see link above)

A passport sized photo for each person (they say 5cm X 5cm)... Copies are not accepted.

Original passports... Less than 10 years old, valid for at least 3 months after the visa expires, and has 2 blank pages left.

Bring photo copies of all pages in the passport with stamps on them, along with the main page with your picture and other info. MUST BE READABLE

Proof of means of support. We provided 6 months of bank statements. They would like to see monthly balance, your address, and name (we just had name and balances)

Proof of employment in your country with occupation and earnings (sabbatical, leave, retirement, etc) (Jacaranda – We just said retired and that was sufficient)

Copy of your boat registration, and crew member list. They also wanted an itinerary, but I said we were not sure yet.

Letter promising not to seek employment. They had form letters that we filled out.

Proof of medical coverage. We used our DAN “Preferred Family Plan” insurance policy (Guardian level). We submitted a scanned copy of the DAN insurance card and that has worked for most boats applying outside US. They want the policy timeframe to match the time you intend to stay in French Polynesia. DAN was not allowing renewals if you have more than 6 months left on your current plan.

See Part #1c Medical Insurance Notes–

Copy of your marriage certificate or government doc such as a tax form that shows your relationship.

A letter stating why you need an LSV. They had a form letter for this.

They will have a form letter for you to keep your passport while they are processing your application. You will need to go back to the Embassy once you are approved so they can stamp your passport. And this is the pre-arrival process. The other process takes place once you get to the Marquesas.

Note that the date of arrival that you put on your application is important as they can not issue the approval more than 90 days before your expected arrival in the Marquesas. So for us, we had March 30 as our arrival date, but since that was more than 90 days from our submission date of Dec 14, we had to change it to March 14.

Approvals take from 3-4 weeks, and can take up to 6 weeks in some cases.

You can only apply in Panama if you have been out of your home country for at least 3 months.

Cost was \$115 USD each (99€)

NOTES: you need to book separate appointments at the Embassy for each person online. But when you get there they will take you through together.

From Shelter Bay There is no parking at the embassy, so take a cab. It cost us \$330 and we tipped the driver \$120 as we would have never gotten our photos done without him driving us all over Panama City and being our translator. It was a 12 hour day from the time he picked us up till he dropped us off back at the boat.

Be sure to read the section “Important Notes for Applying for a LS Visa”

----- End Panama -----

## CHILE

2-2019 Information submitted by Christine Mitchell on SV Sugar Shack

[www.svSugarShack.com](http://www.svSugarShack.com)

### USEFUL LINKS FOR FP APPLICATINS SUBMITTED IN CHILE:

- Long-Stay Visa Information:
  - General Info: <https://france-visas.gouv.fr/web/france-visas/visa-de-long-sejour>
  - On the right-hand side of web page is a “Useful Links” box, “Forms”, go to “Long-Stay” and click “FR” under “OFII certification application” to download OFII form.
  - French Embassy in Chile:  
Link: <https://cl.ambafrance.org/Demander-un-visa-pour-la-France-au-Chili>
    - French Ambassador in Chile – Sandrine +56 22 470 80 00
  - Email: [visas.santiago-amba@diplomatie.gouv.fr](mailto:visas.santiago-amba@diplomatie.gouv.fr)
  - Web address: <https://France-visas.gouv.fr>
    - French Virtual Assistant Link: <https://france-visas.gouv.fr/web/cl>
      - <https://france-visas.gouv.fr/web/france-visas/ai-je-besoin-d-un-visa>
      - Use this link after your interview to track the progress of your submission
- Applying Online:
  - <https://france-visas.gouv.fr/web/france-visas/ma-demande-en-ligne>
- Complete the [OFII Certification Form](#) (it is in French, use Google Translate). Only complete the top portion.
- Make an Appointment, What to Bring, Hours, Closings, Vital Info:
  - <https://france-visas.gouv.fr/web/cl/a-qui-sadresser>
- Follow the Status of your Visa:  
<https://pastel.diplomatie.gouv.fr/VisaNET-Consultation-Internet/html/frameset/frameset.html?lcid=265>

- Papeete Haute Commissionaires Office
  - Spelna Dexter [etrangers@polynesie-francaise.pref.gouv.fr](mailto:etrangers@polynesie-francaise.pref.gouv.fr)
  - Mareva Beaugrard [marevabeaugrard@polynesie-francaise.pref.gouv.fr](mailto:marevabeaugrard@polynesie-francaise.pref.gouv.fr).

#### PROCESS:

- Make sure you have all the documentation (see “day of appointment” “what to bring”)
- 1<sup>st</sup> Complete [Application](#) AND [OFII form](#).
  - Application Form Link: <https://france-visas.gouv.fr/web/france-visas/ma-demande-en-ligne>
  - OFII Form Link: [https://france-visas.gouv.fr/documents/66002/17040881/Formulaire\\_de\\_demande\\_d\\_attestation\\_OFII.pdf/3b788735-7085-bf21-0e28-5b4ce322d990](https://france-visas.gouv.fr/documents/66002/17040881/Formulaire_de_demande_d_attestation_OFII.pdf/3b788735-7085-bf21-0e28-5b4ce322d990)
- 2<sup>nd</sup> [make an appointment](#)
  - Appointment Link: <https://pastel.diplomatie.gouv.fr/rdvinternet/html-4.00.03/frameset/frameset.html?lcid=1&sgid=265&suid=1>
- 3<sup>rd</sup> Appear at scheduled appointment with all necessary documentation in order.
- 4<sup>th</sup> Appear back at consulate to retrieve passport and visa (or visa if you kept passport).

#### APPOINTMENT:

- Must make an appointment for each person (Family of 4 requires 4 appointments. You can email and ask to have all show up on 1<sup>st</sup> appointment)
- [Make or change appointment](#)
  - Link: <https://pastel.diplomatie.gouv.fr/rdvinternet/html-4.00.03/frameset/frameset.html?lcid=1&sgid=265&suid=1>
- Address in Santiago: Obispo Donoso 8, Providencia, Santiago, Republic of Chile
- Click [Map](#) for location
  - Map Link: <https://www.google.com/maps/place/Obispo+Donoso+8,+Providencia,+Regi%C3%B3n+Metropolitana,+Chili/@-33.4358165,-70.6295821,238m/data=!3m2!1e3!4b1!4m5!3m4!1s0x9662c58412fbc86d:0x181eded2f3212443!8m2!3d-33.4358176!4d-70.6290349?shorturl=1>
- Phone: +56 (2) 24 70 80 00 Fax: +56 (2) 24 70 80 53
- Email: [visas.santiago-amba@diplomatie.gouv.fr](mailto:visas.santiago-amba@diplomatie.gouv.fr)
- Hours:
  - Standard hours Monday-Friday 0830 – 1700
  - Application submission hours Monday-Friday 0900-1200
  - Passport Collection (no appointment) Mon, Tues, Thurs, Fri 12:30-13:00
  - Visa Collection may require a 2<sup>nd</sup> appointment which are available 0830-1700
- Scheduling an Appointment

- The online appointment application can be finicky. Be sure you allow pop-ups on your browser. They have pop-up messages when they are “at capacity.”
- At first we received “no available date”. A pop-up read: “We are at capacity.” The calendar was blank with no dates or times listed.
- However, check back daily. Random dates appear as cancellations are processed.
- Schedule the first available appointment. If it is several weeks out, like ours were, just keep checking back for an earlier appointment.
- They often have cancellations, so it is very easy to get an earlier appointment. Just be persistent and keep checking.
- Once we scheduled our appointment, we kept checking for an earlier appointment. We were checking available dates, not using our reference number.
  - When a free appointment opened, we closed the window.
  - Opened a new window, signed in using the reference number “SLC20...” appointment number and then clicked “change appointment.”
  - This is scary as it will cancel your existing appointment first before showing you the available dates/times again.
  - Which is why it is best to be sure there is an open date before cancellation.
- We were able to reschedule one of our appointments, but not both. My appointment was 11 January and my husband’s appointment was 4 February. We hoped we could submit both applications at the same time. We got lucky, and the person accepted both of our submissions on one appointment, but that was because we had all our documents in order and he was able to quickly assess and process everything.

#### **DAY OF APPOINTMENT:**

- Dress appropriately.
- Bring: Receipt of appointment!!!
- Bring 99 euros or 60,000 pesos (we paid in pesos). Verify the conversion of euros to pesos at the time of your appointment. The cost is 99 euros.
- WHAT TO BRING: All originals (use blue ink for signatures) in this order:
  - Receipt of Appointment
  - Visa [Application form](#), entered online and printed, dated and signed
    - Application Form Link: <https://france-visas.gouv.fr/web/france-visas/ma-demande-en-ligne>
  - [OFII form](#) (for which the upper part is filled by the applicant (except nationalities governed by a bilateral agreement)
    - OFII Form Link: [https://france-visas.gouv.fr/documents/66002/17040881/Formulaire\\_de\\_demande\\_d\\_attestation\\_OFII.pdf/3b788735-7085-bf21-0e28-5b4ce322d990](https://france-visas.gouv.fr/documents/66002/17040881/Formulaire_de_demande_d_attestation_OFII.pdf/3b788735-7085-bf21-0e28-5b4ce322d990)

- Photo color size 3.5 cm x 4.5 cm (on light background, sharp, like passport). Attached to visa application (upper right-hand corner)
    - Some people brought 5mm x 5mm. We brought both sizes and he only needed 3.5cm x 4.5cm.
  - Passport (with least 2 consecutive blank pages).
  - Passport copy of the identity page.
    - We color copied the entire passport, identity page and all stamped pages. Because we wanted to keep our passports during the waiting period.
  - Letter explaining the reason for the long-stay visa application.
    - We submitted this in English and French.
  - Letter with promise (commitment) not to exercise any professional activity.
    - We submitted this in English and French.
  - Criminal record certificate (standard background check or FBI check).
    - We did a standard background check (like for a tenant lease).
  - Boat registration to use as proof of where you are staying.
  - Proof of your socio-economic situation.
    - 6 months bank or investment statements.
  - Health insurance for the entire stay
    - We used DAN Insurance and made printed copy of website showing auto-renewal since our policy expired during the term of the visa.
  - Marriage license or tax records indicating marital status (if married).
    - We used tax returns as we didn't have original marriage license.
  - File containing all required documents in the order of the list of documents. We also had duplicate file with a photo copy of all the originals. We kept this file. You need this as a reference when you start to complete the paperwork for the CDs.
- 
- Agent will review documentation to ensure that you have submitted all the necessary documentation, in the right order.
  - Agent will collect your biometric data (fingerprints).
  - Pay 99 Euros or 60,000 Pesos (verify conversion at the time of your appointment, the payment is 99 Euros).
  - We were given a receipt and told to return in 2 weeks to pick up our visas.
    - The visas were not ready in 2 weeks, it took 5 weeks. See below.
  - Agent only spoke French and Spanish.
  - Follow your request - [LINK](#)
    - Link: <https://pastel.diplomatie.gouv.fr/VisaNET-Consultation-Internet/html/frameset/frameset.html?lcid=265>

#### **Process Details:**

- Can submit application in English, Spanish, or French

- Interviewer only spoke French and Spanish. No English
- Communicated with French Ambassador, Sandrine in Chile who is very friendly, speaks English, and responsive.
- Proof of No Criminal Records: Ambassador said a simple background check (with full name, address, and name of service) will be fine.
  - The boat “*Quasar*” used an official FBI Background check and had to convince local police to do fingerprints.
- We were allowed to keep our passports, but we provided full color copies of our entire passport (identity page and each stamped page, in order of the passport).
  - You could leave your passport and have them shipped back to you via Chilexpress (very safe and pick up from local distributor) or you can take with you, but then you must return to consulate in person again.
- We continually checked the [visa assistant link](#) using our SCL code.
  - Visa Assistant Link: <https://pastel.diplomatie.gouv.fr/VisaNET-Consultation-Internet/html/frameset/frameset.html?lclid=265>
- In addition, we started to email, [visas.santiago-amba@diplomatie.gouv.fr](mailto:visas.santiago-amba@diplomatie.gouv.fr) to check the status. We asked them to email us as soon as the visas were ready, but we still emailed them at the 3, 4, and 5-week mark.
- Five weeks after our interview, we received an email that stated our visas were ready. They asked us to make another appointment to have our visas printed and inserted into our passports. We were able to [make an appointment](#) easily within a few days.
  - Make Appointment Link: <https://pastel.diplomatie.gouv.fr/rdvinternet/html-4.00.03/frameset/frameset.html?lclid=1&sgid=265&suid=1>
- At our 2<sup>nd</sup> appointment, we brought all paperwork, but they only needed our passports.
- We had them change our arrival date into French Polynesia from 15 March to 15 April due to the delay in receiving our visas. It was no problem.
- The appointment took less than 10 minutes for both of us.

#### **TIMELINE Example:**

- January 11, 2019 – Visa application submission and Interview, Santiago Chile
- February 18, 2019 – Visa in Hand
- April 15, 2019 – Start date of visa
- July 14, 2019 – CD paperwork must be submitted before this date.
  - Ideally it should be submitted at least 30-days prior to the end of your 90-day visa
  - 90-day tourist visa expires
- April 14, 2020 CDS expires

#### **CD’s (carte de sejour) with Tahiti Crew**

- Once you [sign up with Tahiti Crew](#), they make it easy for you. They are readily available, quick to respond, easy to work with, and very patient.
  - Tahiti Crew Website: [www.tahiticrew.com](http://www.tahiticrew.com)

- To sign up, you need to send the following (Tahiti Crew provides the first 3 forms)
  - Mand (Mandate)
  - Terms and Conditions for the Boat
  - YachtMasters Form
  - Crew List
  - Boat Registration
  - Health Insurance Proof of Coverage
  - Copies of Passport (identity Page)
- Once your forms are received, they send you an invoice and an email to pay their fees.
- Once you've paid, they send you a welcome email with a list of requirements for your CDs and a few more forms. Required information (Tahiti Crew provides the application)
  - Application (2 originals per person)
  - (2) passport photos 3x5 x 4x5
  - (2) photo copies of Passport (identity page) and date of entry into FP stamp
  - (2) copies of boat registration (per person)
  - Attestation
  - Health Insurance Proof of Coverage
  - Proof of financial resources, last 3 months (bank, investment, paycheck stub)
  - Pledge not to carry out any professional activity in FP
  - Proof of current residence permit (Boat registration)
  - 1 Fiscal stamp of 9.000 xpf
    - If you are married, you only need 1 stamp, but you have to show proof of marriage (marriage license)
  - Copy of your zarpe with stamp from gendarmerie (email this to them as soon as you get it from the gendarmerie).
- You can bring all of your paperwork directly to Haut Commissaire in Nuku Hiva or you can send them via Air Tahiti to Tahiti Crew to submit on your behalf.

#### **ANTICIPATED ARRIVAL INTO FP – Sugar Shack**

- Arrive at the Gambiers, receive our custom entry form and entry stamp.
- No Bond will be due.
- Email copy of custom entry form, with stamp, to Tahiti Crew.
- Collect all documentation and send to Tahiti Crew via Air Tahiti
  - Go to Gambier airport, Air Tahiti desk and tell them you want to send an envelope to Tahiti Crew (they do this frequently and often speak English)
  - Address envelope to Tehani, Tahiti Crew, +689 87 23 55 41
- We opted to have Tahiti Crew send in our paperwork so we could take our time and enjoy Gambiers and Tuamotus (we did not want to rush to Marquesas).
- Since Tahiti Crew will submit our paperwork, we have to appear in person to pick it up.

Be sure to read section “Important Notes for Applying for a LS Visa ”

----- End Chile -----

## **MEXICO**

2-22 Cruisers can now apply at the French Consulate in Mexico City. Thanks to Bruce and Aileen on Migration for working this issue--- the French consulate in Mexico City will process LS visas for non Mexican residents.

Note: Must read a very detailed write up by SV Migration on how to apply in Mexico  
<https://migrations.brucebalan.com/for-sailors/#FPLSV>

Note: Appointment times at the Mexican French Consulate book out way in advance. Suggest making appointment as far in advance as possible

Time to receive visa: 7 weeks

Be sure to read section “Important Notes for Applying for a LS Visa”

----- End Mexico -----

## **Important Notes for Applying for a LS Visa**

### **Part #1c Medical Insurance Notes**

- An insurance company that is used to satisfy French Schengen visa insurance requirements and they will include a letter to submit with the visa application.  
<https://www.insubuy.com/schengen-visa-insurance/>
- 2-2020 article on Medical Insurance:  
<https://www.schengenvisainfo.com/news/new-schengen-visa-code-highlights-importance-of-travel-insurance/>
- IMG has an international policy (Patriot) that has zero deductible. Policy is issued immediately with ID cards that can be printed out. They also have downloadable, customized “VISA Letter” that can be printed out and attached with your submission to the Consulat de France. Everything can be accomplished by email.
- 12-2021 We have used and recommend Roger Anthony as an insurance agent. Roger is excellent and can help you obtain IMG insurance that will meet French insurance requirements.

Roger Anthony

Calling from U.S./Canada Toll Free 1-800-608-5743

Calling from Mexico Toll Free 01-800-681-6730

Mexico Cell 624-129-2179  
Email: [roger@protexplan.com](mailto:roger@protexplan.com)

- 11-2021 SV Tengah - Applying from US I didn't risk it with the insurance and got the zero deductible Diplomat International Long Term, which covers Covid and has a sizable MedEvac benefit.  
<https://globalunderwriters.com/product/diplomat-long-term/>
- 01-2021 SV Moondance Through Azimuth Risk Solutions we carry the Meridian Essential United Health Care policy. Important to note is that it's not a zero deductible plan and VFS didn't even ask us for that. We would highly recommend the insurance broker, Cecille Brechin reachable at 630-499-9915 or [5starww@iwic.net](mailto:5starww@iwic.net). She has been so responsive & thought outside the box to keep us insured on short term trip plans while waiting out COVID in the U.S. outside our policy limitations.
- 10-2019 SV Pazzo reported buying IMG Patriot Insurance for app \$1500 each and received a letter from IMG which satisfied the French consulate in NYC.
- 9-2019 US Insurance Update V25  
Recently a family from California who submitted their paperwork to VFS Global received a rejection notice from the French Consulate in Washington, DC. The reason was their health insurance did not meet the requirements of the French Consulate in Washington, DC.

From the French Consulate in Washington DC regarding Health Insurance

- Proof of medical insurance, which must state **SPECIFICALLY** the following :
  - It is valid in **France/French Polynesia** or **worldwide**
  - Covers **medical expenses**
  - Covers **emergency medical repatriation**
  - Minimum coverage amount of **\$35,000** for medical expenses and emergency medical repatriation.
  - Mentions **precise dates of coverage**, and covers your **WHOLE stay in France**
  - **Zero deductible/copay. No upfront payment**

This eliminates about 98% of international health insurance because of the zero deductible clause.

- DAN (Diver Area Network) is acceptable in French Polynesia either for renewal or applying outside the US/ Canada. For those folks that are not from North America (Australia, NZ, etc) then DAN international will work just fine. We use DAN "Preferred Plan" with auto renewal.
- Your health insurance **MUST** be valid for the entire year you require the visa.

- Recently visas have been issued for less than 1 year and expired when the health insurance expired. Linda's DAN coverage expired mid visa so she extended her DAN 7 months before it expired. On renewing her cds she screen printed the DAN Auto renewal page that showed she had checked auto renewal. Others have been issued a 1 year cds if insurance expires mid visa. Luck of the draw!
- Screen print the page of your online insurance account that shows "Auto Renewal" box has been checked.

### **Part 1d Additional Notes**

- Some applications have a box for length of visa. Be sure to check the box for **1-2 years** NOT 6 months to 1 year!! Some folks have been issued a 6 month visa!
- IF you apply for a 6 month visa you will not need to apply for a cds upon arrival. If you have requested "Dispense temporaire de carte de sejour" which means that you had only requested a 6 months visa and before the expiry of the 6 months visa you will be out of FP.
- Children under 18 years of age are automatically given a 5 year visa upon approval.
- Use your expected date of arrival in FP as your arrival (start) date. This is critical that you arrive within 90 days of the date you enter on your application. Your visa will be valid for 90 days from the time of your start date. See section titled "Definition / Examples of Visa Dates" 12-21 recently a number of folks have received their LS visas and their issue date is the same as start date.
- Passport are kept by all consulates except Panama and Chile.
- French embassies require an appointment for each individual applying for a LS visa. In one case a family of 4 required 4 appointments. Be sure to ask if that can be consolidated into 1 appointment since much of the paperwork is identical (bank records etc)
- Some French embassies require a marriage certificate when applying as a couple or family.
- Address in FP to use: Under the application question "What will be your address in France" we put Vessel Jacaranda (USCG #####) French Polynesia. This question is for land based folks and the Haute Commissariat office is fine with our answer. Some consulates balk at the above so using "Marina Papeete, Papeete, Tahiti, FP No reservations accepted" has also worked.

- You do not need to show vessel insurance records during application or during check in to FP. But vessel insurance is required before entering a marina.

### **Part 1e Explanation of the Visa Dates on the application**

Note that the date of arrival that you put on your application is important as they cannot begin the visa process more than 90 days before your expected arrival in FP.

#### **DEFINITION / EXAMPLE OF VISA DATES.**

**Application date:** Date you submitted the visa at a French consul.

**Issue Date:** Date the visa was approved .

**Start/Arrival Date:** (Also known as Intended Date of Entry) Date the visa starts - This is the date you intend to arrive in FP. From this date you have 90 days to arrive and begin your carte de sejour process.

12-2021 Note recent reports have stated that the HC office is making the start date and issue date the same. Maybe due to the backlog of visa requests at the HC office in Tahiti? Please let me know what your visa dates are?

**Expiration Date:** Date the 90 day arrival window is up. You must have arrived and submitted the paperwork in FP for your cds by this time.

Example:

Jan 1 Visa application submitted to consulate for visa to begin April 1.

Feb 1 Visa issued and ready to pick up at consulate. (4 week processing time)

April 1 Visa start date – you have 90 days from this date to arrive in FP

July 1 Visa expiration date – you should have arrived in FP and submitted your cds

Based on above example you would have 5 months to arrive in FP if you departed Feb 1.

### **Part II – Upon Arrival in French Polynesia**

Upon arrival & check-in into the Marquesas (Nuku Hiva)

02-22 check ports of entry ONLY (Nuku Hiva-Marquesas, Papeete-Tahiti, Mangareva-Gambier)

- Check in was easily accomplished at the local gendarmerie by filling in one form.
- There is no customs or immigration officials in the Marquesas or Gambier - the gendarmerie fills both of these roles.
- All crew must be present in person with their passports regardless of nationality.
- You do not need to present your international zarpe. No one cares!
- Passport and Ships papers are all that is needed
- No one comes onboard to do any inspection.
- An interesting item on the form besides the usual is an inventory of how much alcohol (liquor/wine) you have on board. You may want to do an alcohol inventory before checking in so you have that in hand while at the gendarmerie's

office. List all spirits, beer and wine as if you get boarded by the French Navy later and they want to do an inspection.....

- There appears to be no quota for alcohol coming in by yacht as its considered ships stores by do report the amount accurately. At the very least I have not heard of any issues since we arrived. If you get boarded and the police find more than you reported it may be a problem.

### **Check in Document**

1 page arrival document that you will need to fill out upon arrival. Titled **DA25**.

[http://www.polynesie-francaise.pref.gouv.fr/content/download/24853/130604/file/DA25-%20Mouvement%20d%E2%80%99un%20navire%20de%20croisi%C3%A8re%20\(arriv%C3%A9%20en%20PF\).doc](http://www.polynesie-francaise.pref.gouv.fr/content/download/24853/130604/file/DA25-%20Mouvement%20d%E2%80%99un%20navire%20de%20croisi%C3%A8re%20(arriv%C3%A9%20en%20PF).doc)

### **Bond or No Bond??? THAT is the question**

Depending on your arrival port in French Polynesia you may or may not be required to submit a repatriation guarantee. This is also referred by many as a bond and it's a guarantee that if a problem arises the government of FP will not have to pay for your plane out of the country

The shifting FP political landscape has resulted in the most changes to this document. At this point in time(11-19), a policy decision has been made by the Maritime Border Police Director that a repatriation guarantee (vos garanties de rapatriement) is required for any holder of a LS visa upon entering via Hiva Oa or Nuku Hiva. Gambiers no repatriation guarantee required at this time. This ruling has changed often and without notice so be aware this is not etched in stone.

Like many things, officialdom's interpretation of the law is often the issue. Such is the case with repatriation requirements. Over the past few years depending on where you check in it's either bond or no bond. Confusing? Reminds us of Mexico where each port captain interpreted the law differently.

One of three options will work for repatriation(bond)

1. Prepay an agent to guarantee a bond for you and your crew. For a fee agents will guarantee your bond and satisfy FP policy.

Agents that guarantees bond ---

Tehani at TahitiCrew - [tehani@tahiticrew.com](mailto:tehani@tahiticrew.com)

Kevin at Yacht Services Nuku Hiva [ysnukuhiva@hotmail.com](mailto:ysnukuhiva@hotmail.com)

Laurent at Polynesian Yacht Services [polynesia.yacht.services@gmail.com](mailto:polynesia.yacht.services@gmail.com)

2. Buying a one way refundable airline ticket out of French Polynesia. You can do this upon arrival but make sure its refundable and how long you have to cash it in. There is a write up on this subject in Noonsite by Storm Bay that you might find helpful. You need to show the gendarmerie proof of a ticket.

Some other options that people have mentioned they used. We are only reporting what some people have done --- Use at your own risk!

Expedia - Expedia. You can cancel within 24 hours , no loss of \$\$\$ . Print the receipt and you're good to go.

Best Onward Ticket. Create a ticket (\$17) to satisfy immigration requirements around the world <https://bestonwardticket.com/>

It was reported (1-2020) that Delta allows a 24 hr period of full refund when tickets are purchased.

Others have shown the gendarme a screen shot on their smart phone of the purchased ticket

3. Check in with the gendarmerie and they will send you to the local bank to pay the equivalent amount of an airline ticket out of the country. Payable only via credit card as a cash advance. **Make sure your CC can accommodate cash advance to cover the cost of onward ticket value.** Cash is not accepted. The value taken as a cash advance would be credited upon checkout. They will give you a receipt that you bring back to the gendarmerie. Banks are open M-F.

If you use Tahiti Crew for a bond guarantee Tehani will also email you a duty free fuel certificate once you clear in. The duty free certificate will save you 40% on diesel. Her service includes the local agent meeting you and helping you thru the check in process. Plus this fee also includes helping with the check out for you as well. Contact info at bottom of document

The duty free certificate is free in Papeete from the customs office. Or you can obtain it from Yacht Services Nuku Hiva (last I heard it was about \$160).

All ports of entry have ATM machines

### **Part III– Carte de Sejour(cds)**

**Note: Keep all your paperwork from initial LS visa submittal as you will need this to apply for a cds**

The Long Stay Visa in your passport only starts the process. The dates on the LS visa are the dates (a 3 month window) when you need to check into FP and submit your paperwork for the cds.

Upon arrival you will either need to visit the **Haute Commissariat office in Nuku Hiva, Tahiti or Raiatea** to submit additional information so Papeete can start to process your cds. In addition you can have an agent submit the information for you. (See next paragraph) The cds is what you will need to have in hand to be legally in French Polynesia for more than 90 days.

Since Jan 2016 the Haute Commissariat office is now requiring all individuals applying for a cds to appear at the Haute Commissariat office in person either when submitting the paperwork or when you pick it up. The agent(Tahiti Crew) can submit the paperwork for you or pick it up on your behalf but NOT do both. You must appear in person at least once at the Haute Commissariat office – submitting the paperwork or picking it up.

#### CDS paperwork requirements

- Copy of your check in paperwork
- Application for the cds obtained at the Haute Commissariat office
- Copy of your passport showing the page with the arrival stamp from the gendarme.
- Copy of your passport with the page showing the visa (obtained at the French embassy)
- Copy of your passport with the page showing your photo and information
- Two (2) passport sized photos
- Formulaire du Yachtmaster (available at Haute Commissariat office)
- Mandate (available at Haute Commissariat office)
- Health insurance (Part #1c Medical Insurance Notes)
- Yachtmasters form (available at haute commissionaires office)
- Mouvement des Membres D'Equipe (available at haute commissionaires office)
- New 2017 – I was informed that starting mid 2017 the Haute Commissariat office will now require a copy of all the paperwork you submitted to the French Consulate to obtain your LS visa. Be sure to save it and bring it with you onboard.

#### **Important Notes regarding cds**

1. HC in Papeete mentioned to not wait till the end of your 90 day visa window to submit your paperwork for your cds. Folks that did wait till the last week were refused a cds and had to leave FP at the end of 90 days. Best to start the process soon after arrival.
2. Tahiti Crew can act on your behalf in either submitting your paperwork or picking up your cds. We used her before the rules changed(2015) when submitting the paperwork and also she picked up Linda's cds when she renewed in 2016. We can highly recommend her! Contact info at the bottom. There are other agents that can help with the LS visa listed in the bottom of this document.

3. Once your paperwork is submitted for your cds you should receive an email from the haute commissionnaires office in Papeete upon receipt stating that they have 180 days to complete/ issue your cds. The title of the document from the HC office “Recepisse de Demande de Carte de Sejour” It may take a few weeks for this email to be sent to you. As long as you have the email from the hc office that will suffice for any inspections by gendarmarie’s. Don’t lose this email/ paper from the hc office as you will need it when picking up your cds.

If you have NOT received an email from the hc office “Recepisse de Demande de Carte de Sejour” suggest you contact the hc office in Papeete and ask them to send it to you.

4. If you are married and both applying together then you will only need to supply to the HC office with one 9000f stamp which is required at the time of picking up the completed cds. Stamps can be purchased at the post office. If you are not married and filing with your partner then you will each have to purchase a 9000f stamp
5. **WARNING:** If you need to leave FP before you receive your initial cds you must have the letter from the hc office titled *Recepisse de Demande de Carte de Sejour*. Else you may have issues trying to re-enter FP especially if you are now beyond your initial 90 days
6. The cds processing can take between 2 weeks and 5 months so be sure to plan accordingly.

### **Possible Options for Processing your Paperwork**

1. Stop in Nuku Hiva at the Haute Commissariat office to have your cds process started and then have the completed cds sent back to you in the haute commissionnaires office in Taiohae, Nuku Hiva or Raiatea. Can take up to 180 days.
2. Stop in Nuku Hiva at the Haute Commissariat office to have your cds process started and then have the completed cds picked up by the agent (Tahiti Crew) in Tahiti and sent to you at an island of your choice. Or you can pick it up at Tahiti Crews office when you arrive in Tahiti. Be sure to ask for a scanned copy of the CDS from Tahiti Crew to be emailed to you. For Linda’s renewal we had the Tahiti Crew in Papeete pickup Linda’s cds and hold it for us to pickup at a later date. Tahiti Crew scanned the cds sent us a email attachment.
3. *02-22 Hiva Oa currently not a check in port..* Check into Hiva Oa(see bond requirements above) and have the paperwork sent to the agent in Tahiti to be submitted to the Haute Commissariat office on your behalf and then you will need to pick it up at a haute commissaries office at one of the three above mentioned

locations. (V15) It is recommended to send your documents via Air Tahiti rather than normal FP postal system. We had good friends who used the postal system and all their paperwork never arrived. They had to start over again including buying 9000F stamps and it was a huge hassle. You can arrange for the shipment of your documents to Papeete at the Air Tahiti office in Autona, Hiva Oa. Tahiti Crew will pick it up in Papeete. Contact Tahiti Crew for a list of required documents. There is an additional charge from Tahiti crew for this service

4. Stop in Nuku Hiva at the Haute Commissariat office to have your cds process started and then have the completed paperwork held at the haute commissionaires office in Papeete and you pick it up when you arrive there. HC office should send you an email informing you the completed cds is ready to pick up which you can show to any government official asking to see it.

#### **Part #4 Renewal of Carte de Sejour French Polynesia**

Renewing your carte de sejour should be almost identical(less documents) to what you submitted to the Haute Commissariat office when you first arrived and requested your cds. Easily completed in 10 minutes at hc office in Papeete.

When to renew: 2 months before expiration.

Application locations: Haute Commissariat office in Nuku Hiva, Tahiti or Raiatea

In addition you can have an agent submit the information for you. But you will need to pick it up – **Specify HC location of pickup.** As stated earlier in this document you will need to either submit the paperwork or pick it up if using an agent.

[http://www.polynesie-francaise.pref.gouv.fr/content/download/47802/288261/file/Nomenclature%20carte%20de%20s%C3%A9jour%20VISITEUR%202020-09-2021.doc?fbclid=IwAR3UQwR\\_P3TRQel1QeQKd8\\_VpQxqYoLXZvOkZEE3YMtaouzWZLXLdeT-n8I](http://www.polynesie-francaise.pref.gouv.fr/content/download/47802/288261/file/Nomenclature%20carte%20de%20s%C3%A9jour%20VISITEUR%202020-09-2021.doc?fbclid=IwAR3UQwR_P3TRQel1QeQKd8_VpQxqYoLXZvOkZEE3YMtaouzWZLXLdeT-n8I)

Translated to English

#### LIST OF DOCUMENTS TO BE PROVIDED

For the issue of a temporary residence permit bearing the mention "Visitor"

The foreigner must bring the originals, accompanied by a copy, of the following documents (NB: the supporting documents must be accompanied, if necessary, by their translation into French by a translator interpreter approved by a court of appeal):

#### First application and renewal – Common documents

- a) The residence permit application form duly completed and signed;
- b) Valid long-stay visa;
- c) Proof of nationality:  
Passport (pages relating to civil status, validity dates, entry stamps and visas);
- d) Copy of the valid double-sided residence card (only for renewal);
- e) Proof of address dated less than 6 months:
  - electricity bill (or gas, water, landline telephone, internet access); or: rental lease of less than 6 months or rent receipt (if tenant);
  - if hotel accommodation: certificate from the hotelier and invoice for the last month;
  - in the event of accommodation with a private individual: certificate of reception stamped by the town hall of the municipality of residence of the host and proof of the identity of the person who is hosting you with a most recent EDT or OPT invoice
  - if you are the owner: copy of the deed of ownership
  - if you are staying on board a pleasure boat: certificate of registration of the vessel and possibly, passport copy of the owner of the vessel;
- f) Three recent identity photographs (format 35 mm x 45 mm – standard ISO/IEC 19794 – 5: 2005) (no copy);
- g) Sworn statement, handwritten, not to exercise any professional activity in French Polynesia;
- h) Proof of sufficient means of existence (bank certificates, pension certificate for retirees, etc.);
- i) Proof of his social and medical cover in French Polynesia (Photocopy of the CPS card or certificate of social security rights or international health insurance - valid for the entire stay);
- j) Proof of payment of the tourist tax. 9000f stamp from Post office

#### **Important Notes regarding renewal of cds**

1. Once your paperwork is submitted for your cds you should receive an email from the haute commissionnaires office in Papeete upon receipt stating that they have 180 days to complete/ issue your cds. Title of document “Recepisse De Demande De Renouvellement De Carte De Sejour” It may take a few weeks(possibly more) for this email to be sent to you. Don't worry as long as you have the email letter from the hc office that will suffice for any inspections by gendarmerie's. Don't

lose this email/ paper from the hc office as you will need it when picking up your cds.

2. You can submit the paperwork in one hc office and request to have it picked up in one of the other 2 hc offices. Especially important to inform Tahiti Crew if they are submitting your paperwork in Papeete and you want to pick it up in Raiatea.
3. If you are married and both applying together then you will only need to supply to the HC office one 9000f stamp which is required at the time of picking up the completed cds. Stamps can be purchased at the post office. If you are not married and filing with your partner then you will each have to purchase a 9000f stamp. Note some OPT do not have the 9000f stamp you should buy at main OPT in Papeete, Raiatea or Nuku Hiva
4. Time to process is anywhere from 2 weeks to 5 months

### **Part #5 Contact Information**

#### **Agent Contact Information**

Tehani at Tahiti Crew <http://tahiticrew.com> - [yachts@tahiticrew.com](mailto:yachts@tahiticrew.com)

Kevin at Yacht Services Nuku Hiva [ysnukuhiva@hotmail.com](mailto:ysnukuhiva@hotmail.com)

Laurent at Polynesia Yacht Services: [polynesia.yacht.services@gmail.com](mailto:polynesia.yacht.services@gmail.com)

#### **Contact Info HC Office Papeete**

Haute Commissariat de la Republique en Polynesie Francaise

(689) 404-686-03

[etrangers@polynesie-francaise.pref.gouv.fr](mailto:etrangers@polynesie-francaise.pref.gouv.fr)

Hope this helps folks coming down next season.

**Have you found this document helped you?** Drop us a note to let us know.

If you find other requirements that are not listed here please let us know and we will update this document. – Thanks

Safe sailing

Chuck Houlihan / Linda Edeiken  
Ex SV Jacaranda now Barge Gulliver  
[chuckhoulihan @ gmail \(dot\) com](mailto:chuckhoulihan@gmail.com)  
[www.jacarandajourney.com](http://www.jacarandajourney.com)