**Application procedures**

We should send all information regarding the pax to Koryo tour at least 10 working days prior to tour to allow enough time for DPR Korea visa applications, ticket bookings, and tour applications.

Koryo Tours needs the following documents to be able to apply for the tour:

* Tour Application Form (*Appendix 1*)
* Color scan of passport (the ID page and the one facing it)
* Digital, passport-style photo portrait
* Signed “Tour and Insurance Agreement” (*Appendix 3* and *Appendix 4*)
* In the case of overseas Koreans (no ROK citizenship):
  + Letter of Ethnic Koreans (*Appendix 2*)
  + Curriculum vitae
  + Proof on Naturalization as citizen of a third country (if applicable)

- Please note that as of now we are unable to accept US and ROK passport holders. Dual nationals of the US can travel to the DPRK on their non-US passport.

- Double-entry PRC visa should be arranged by the pax, Koryo Tours can send a “Proof of Booking Letter” to help the application process.

**Appendix 1 – Tour Application Form**

*Application to be completed in English. Applicants of Korean heritage should include their name in Hangul/Chosongul, Chinese or Japanese citizens/descent, should include their name in Hanja or Kanji, respectively. Japanese citizens have to provide all information both in English and Kanji. Please make employment information very clear and simple, i.e. explain what the job involved if it is not a typical profession.*

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **No** | **Surname,**  **Given Name** | **Sex** | **Birth** | **Citizenship**  **Ethnicity** | **Passport number** | **Company / Title** | **Home address** | **Contact number, Email address, and emergency contact details** |
| 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |

**Appendix 2 – Letter of Ethic Koreans**

DATE

To whom it may concern,

I am writing this letter in support of my application for a tourist visa to visit the Democratic People’s Republic of Korea (DPRK). Although I am ethnically a Korean I do not have any relatives or family members living in the DPRK or who have ever lived in the DPRK and I have no intention of partaking in any activities other than tourism during my stay in Korea. I have never visited / visited the DPRK before in YEAR on a group tour arranged by COMPANY NAME.

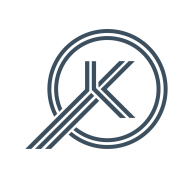
I was born in COUNTRY and am a NATIONALITY citizen by birth. / I have been a citizen of COUNTRY since YEAR and have lived there for N° years.

If any further information is required please do not hesitate to contact me by telephone on PHONE N° or by email at [EMAIL](mailto:tvtwout@hotmail.com) ADDRESS. Please consider my application for a visa with these facts in mind.

Yours faithfully,

NAME

**Appendix 3 – Travel Agreement**

****

**TRAVEL AGREEMENT**

AGREEMENT BETWEEN KORY TOURS Ltd. (“Koryo Tours”) and Mr./Ms./Mrs.

DATE (YYYY / MM / DD): \_\_\_\_\_\_\_\_ / \_\_\_\_ / \_\_\_\_

**JOURNALISM/PHOTOGRAPHY:** The DPRK authorities place strict conditions on Koryo Tours leading tours to the DPRK (North Korea). In particular, there are restrictions upon the publication of materials regarding the DPRK. Also, we are not permitted to arrange DPRK tourist visas for journalists/photographers. I confirm and agree that:

* I am visiting the DPRK for tourism purposes only;
* I am not currently engaged as a journalist or photographer (and have not been engaged as a journalist or photographer in the last 12 months);
* I shall not sell or submit for publication in any mainstream media, any article, book, film, travel diary, photograph or similar material without the written consent of Koryo Tours;
* I shall inform Koryo Tours in advance before publishing for personal use only any blog, travel diary, online photo collection or similar.

I understand that should I breach any of these terms and conditions Koryo Tours may suffer significant losses and potentially the cancellation of its license to conduct tours in the DPRK. I understand that I shall be held liable to compensate Koryo Tours for such losses suffered and I agree to indemnify Koryo Tours for such losses. This agreement is governed by the laws of Hong Kong, and the parties submit to the exclusive jurisdiction of the Hong Kong legal system/courts.

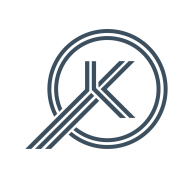
**PROSELYTISING:** Any form of religious dissemination by foreigners in the DPRK is illegal and anyone caught doing this faces serious consequences such as detention, deportation and other potential actions. Prohibited activities include: giving bibles/religious material to Koreans; hiding or leaving bibles/religious material with the aim that they will be found later; conducting any form of religious meetings with the aim of teaching Koreans about religion; showing any religious material whatsoever to the guides or any other Koreans; or any other such activities.

**In order to not put myself, the tour group or the guides at risk, I confirm that I agree to respect the rules of the DPRK and promise not to carry out any sort of religious activities whatsoever while in North Korea**. I understand that Koryo Tours and their agents are not responsible for any consequences that may occur should I break this agreement and engage in any form of religious proselytising or other prohibited activities while in the DPRK.

PRINTED NAME (CLEARLY PLEASE):

SIGNATURE:

**Appendix 4 – Insurance Agreement**

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**INSURANCE AGREEMENT**

AGREEMENT BETWEEN KORY TOURS Ltd. (“Koryo Tours”) and Mr./Ms./Mrs.

DATE (YYYY / MM / DD): \_\_\_\_\_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Koryo Tours requires tourists travelling to the DPRK to have full medical insurance covering their trip.**

Koryo Tours cannot be held responsible, legally, financially, or otherwise, for any personal liability to yourself, others, or your property, and in particular any consequence or effects of flight/train cancellation/delay, robbery, sickness, government intervention or other such happenings.

You are advised to insure yourself against any possible risk that may occur, and in particular to ensure that sufficient insurance has been obtained in respect of any dependant relatives.

It is your responsibility to be covered by insurance, which must include medical expenses and the cost of repatriation should you become too ill to continue. Any claims must be directed to your insurers. Koryo Tours will not be held liable for any medical expenses you may incur.

For the detailed coverage and terms of your insurance, please refer to your insurance certificate and/or policy wording, or consult the insurer by contacting the number on your travel card.

If you have any medical conditions, which may affect your health or safety while you are in DPRK, then you must inform us prior to departure.

Koryo Tours will not accept anybody on tour to the DPRK without insurance that covers medical emergencies in the DPRK, medical evacuation out of the country, and onwards to a hospital that will cover emergency treatment. **We request the information of your travel insurance that covers the DPRK below.**

**>> Please ensure to complete the below in full so that in the event of an emergency Koryo Tours has all of your necessary policy information should we need to contact your insurer on your behalf <<**

**I, THE UNDERSIGNED, CONFIRM THAT I UNDERSTAND AND AGREE WITH THE ABOVE, AND THAT I HAVE ARRANGED MY OWN TRAVEL INSURANCE, THAT COVERS ME FOR THE DPRK, AS PER THE BELOW DETAILS.**

TRAVEL INSURANCE COMPANY:

TRAVEL INSURANCE COMPANY TELEPHONE NUMBER:

TRAVEL INSURANCE POLICY NUMBER:

TRAVEL INSURANCE EXPIRY DATE:

SIGNATURE:

**Appendix 5 – One Korea Tour: From Mt. Paektu to Mt. Halla ITINERARY**

|  |  |  |  |
| --- | --- | --- | --- |
| **DAY** | **AM** | **PM** | **HOTEL** |
| **Mon 12 Aug** | * Pre-tour briefing for those departing by train at 10:00 | * Pre-tour briefing for those departing by flight at 16:00 * Train departure at 17:27 | *Accommodation in Beijing is not included.* |
| **Tue 13 Aug** | * Train transfer in Dandong (arr. 07:22 | dep. 10:00) | * Flight departure from PEK at 13:05 on Air Koryo flight JS152 * Flight arrives at 16:05 * Foreign Languages Bookshop * Walk from Kim Il Sung Square to Pyongyang Grand Theatre * Train arrives at 18:45 | Yanggakdo Hotel, Pyongyang |
| **Wed 14 Aug** | * Victorious Fatherland Liberation War Museum (Anti-Japanese Struggle and Korean War section) * Mangyongdae Native House * Kwangbok Department Store | * Tram ride * Juche Tower * Party Foundation Monument * Munsu Water Park (ca. 10EUR for swim) * Taedonggang No. 3 Beer Bar | Yanggakdo Hotel, Pyongyang |
| **Thu 15 Aug – Liberation Day** | * Kumsusan Palace of the Sun * Mansudae Fountain Park * Mansudae Grand Monument * Walk to Moranbong Park, picnic lunch | * Pyongyang Metro tour (6 stops) * Arch of Triumph * Circus (optional, 20EUR) * Mass Dance * Kaeson Funfair | Yanggakdo Hotel, Pyongyang |
| **Fri 16 Aug** | * Drive to Nampo * Chongsam-ri Cooperative Farm * Tae’an Glass Factory * Lunch at Hanggu Hotel | * West Sea Barrage * Wau Islet (incl. swimming and beach activities ~ volleyball, soccer) * Drive back to Pyongyang * Dinner at Potonggang BBQ | Yanggakdo Hotel, Pyongyang |
| **Sat 17 Aug** | * Drive to Wonsan via Ulim Waterfalls with picnic lunch | * Wonsan Agricultural University * Songdowon International Schoolchildren’s Camp * Wonsan Central Square, docks * Kangwon Province Art Gallery * Jangdok Island and lighthouse | Songdowon Hotel, Wonsan |
| **Sun 18 Aug** | * Drive to Kumgangsan * Samil Lagoon | * Hiking at Kuryong Waterfall * Hot spa (optional, ca. 10EUR) | Kumgangsan Hotel, Kumgangsan |
| **Mon 19 Aug** | * Drive to Wonsan * Former Railway Station Revolutionary Site | * Songdowon Beach | Songdowon Hotel, Wonsan |
| **Tue 20 Aug** | * Flight from Kalma to Samjiyon * Mt. Paekdu crater rim and Lake Chon * Picnic lunch | * Mt. Paekdu Secret Camp * Rimyongsu Waterfall | Pegaebong Hotel, Samjiyon |
| **Wed 21 Aug** | * Samjiyon Grand Monument * Samjiyon Schoolchildren’s Palace | * Flight back to Pyongyang * Grand People’s Study House * Moran Beer Bar | Yanggakdo Hotel, Pyongyang |
| **Thu 22 Aug** | * Drive to Kaesong via the Reunification Monument | * Picnic lunch at Pakyon Waterfall * Gwanum Temple * Tomb of King Kongnim * Janam Hill and City View * Walk to the hotel via South Gate and the Old City | Minsok Folk Hotel, Kaesong |
| **Fri 23 Aug** | * Panmunjom Truce Village and JSA * Sonjuk Bridge * Koryo Museum and stamp shop * Traditional Royal Korean lunch | * Concrete Wall and view of the DMZ * Drive back to Pyongyang * Farewell dinner | Yanggakdo Hotel, Pyongyang |
| **Sat 24 Aug** | * Train departs to Dandong at 10:25 | * Arrival at Dandong Railway Station at 16:23 * Broken Bridge | Sunny Resort Hotel, Dandong |
| **Sun 25 Aug** | * Tiger Mountain Great Wall * Museum of the War to Resist US Aggression and Aid Korea (if reopens) * Boat trip on the Yalu River | * Ferry departs to Incheon at 16:00 | On ferry |
| **Mon 26 Aug** | * Arrival at Incheon at 9:00 * Jayu (Freedom) Park * Transfer to Seoul | * Gyeongbokgung * National Museum of Korean Contemporary History * Bukchon Hanok Village * Gwanghwamun Square | TBC, Seoul |
| **Tue 27 Aug** | * Drive to Imjingak * Third Infiltration Tunnel * Dorasan Observatory * Dorasan Station | * Camp Bonifas * JSA * Drive back to Seoul | TBC, Seoul |
| **Wed 28 Aug** | * Seodaemun Independence Park and Prison * War Memorial of Korea | * Namsan and Seoul N Tower * Dongdaemun Market | TBC, Seoul |
| **Thu 29 Aug** | * KTX to Gyeongju | * Tumuli Park * Gyeongju National Museum * Cheomseongdae Observatory | Gyeongju Hanokstay |
| **Fri 30 Aug** | * Bulguk-sa * Seokguram Grotto | * Drive to Busan * Busan Tower * Jagalchi Fish Market * Kukje Market | Busan |
| **Sat 31 Aug** | * Busan Modern History Museum * UN Cemetery * Gamcheon Culture Village or Songdo Beach | * Flight to CJU | TBC, Jeju |
| **Sun 1 Sep** | * Hallasan hike | * Hallasan hike (Up Gwaneumsa and down Seongpanak) * Jeju 4·3 Peace Park (optional)   Tour Ends | n/a |

**Appendix 6 – One Korea Tour: Pyongyang, Seoul, and the DMZ**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **AM** | **PM** | **Hotel** |
| Saturday |  | * Flight JS152 from PEK to FNJ at 13:05 * Arrival at FNJ at 16:05 * Victorious Fatherland Liberation War Museum and USS Pueblo | Koryo Hotel, Pyongyang |
| Sunday | * Kumsusan Palace of the Sun * Mansudae Fountain Park * Mansudae Grand Monument * Kim Il Sung Square * Foreign Languages Bookshop * Lunch at Okryugwan | * Pyongyang Metro Tour (6 stops) * Arch of Triumph * Juche Tower * Party Foundation Monument * Mangyongdae Native House * Kwangbok Department Store with dinner at the food court * Kaeson Youth Funfair | Koryo Hotel, Pyongyang |
| Monday | * Drive to Kaesong * Panmunjom Truce Village and the JSA * Koryo Museum and Stamp Shop * Traditional Korean royal lunch | * Concrete Wall and view of the DMZ * Drive to Sariwon * Migok Cooperative Farm * Drive back to Pyongyang via the Arch of Reunification * Farewell dinner at the Duck BBQ Restaurant * Evening walk on Mirae Street | Koryo Hotel, Pyongyang |
| Tuesday | * Train departure from Pyongyang at 10:25 | * Train arrival in Dandong at 16:23 * Train D7630 from Dandong at 17:15 * Arrival in Shenyang at 19:01 * Dinner in a North Korean restaurant * Evening walk in the Xita District | Chilbosan Hotel, Shenyang |
| Wednesday | * Optional city walk in the morning * Lunch in a South Korean restaurant | * Flight KE834 from SHE to ICN at 16:50 * Arrival at ICN at 20:00 * Transfer to the hotel * Optional dinner at a pojangmacha | Ibis Ambassador Insadong, Seoul |
| Thursday | * Gwanghwamun Square * Gyeongbokgung * Bukchon Hanok Village | * National Museum of Korean Contemporary History * War Memorial of Korea * Seodaemun Independence Park and Prison | Ibis Ambassador Insadong, Seoul |
| Friday | * Drive to Imjingak * Third Infiltration Tunnel * Dorasan Observatory * Dorasan Station | * Camp Bonifas * JSA * Drive back to Seoul * Walk along Cheong-gye-cheon * Namsan and Seoul N Tower   TOUR ENDS | Ibis Ambassador Insadong, Seoul |