

Center for Biblical Studies
Bear Valley Bible Institute of Denver Extension School
Travel Requirements and Tips
Kpalime, Togo West Africa

Visa Requirements:

Passport:

You must have a valid passport to travel to West Africa. Please make sure that your passport is valid for at least six months beyond the date that you are to return to the USA.

Visa:

You must have a valid Togo Visa in your Passport to enter the country of Togo.

1. You may be traveling to Ghana first to meet Willie Gley, and then he will take you directly to the school in Kpalime, Togo. If this is the case, then you can obtain a 90 day multiple entry tourist Visa at the Togo embassy in Accra. If you drop off your forms before 10 a.m., you can pick up your Visa the same afternoon. The cost for the Visa is 25,000 CFA which is about \$50. You will need to make sure that Willie has the CFA available for you on arrival in Accra. You will need two passport photos, a copy of your passport, and the names of two Togolese references. Look under the contacts section below. Obviously, you will also need a Ghana Visa to enter the country of Ghana. Look under the Travel information for the schools in Ghana to see how to obtain this Visa. One benefit in traveling through Ghana is the savings in airfare.
2. You can also obtain a Togo transit Visa that is good for 7 days at the airport in Lome for a cost of \$30. You may receive this Visa immediately, or they may make you wait for 24 hours. If you need to stay beyond 7 days then you must request an extension at another office in Lome by filling out an application and paying \$1. You can get an extension for up to 30 days. It will take 24 hours after applying for the extension to pick up your passport. All of this information can be found on the Togo embassy website at this address: <http://togo.usembassy.gov/travelers/visa-for-togo.html>.
3. You can obtain a Togo Visa in advance from the Togo embassy in Washington for a fee of \$140. You could then fly directly to Lome, Togo, and meet your host there. The website for the Togo embassy is at this address <http://togo.usembassy.gov/travelers/visa-for-togo.html>. You will need to obtain an application form, and send it off with two passport photos, and a copy of your proof of Yellow Fever Vaccination. This Visa will be good for a stay up to three months in the country. You need to apply early so you will have adequate time to receive your passport back before the day of your trip.
4. I have used Tonya Ortiz in the past to help me secure Visas for different countries. For a fee of \$35, she will review and personally deliver your application to the appropriate Embassy. She is usually up to date on any problems or new requirements for Visa applications. She can be contacted at (703) 582-8343 (cell), or (703) 486-3986 (home). You send your passport with the Togo Visa Application forms and required attachments to her address with a prepaid return envelope to yourself, and she will take care of the rest.

***Center for Biblical Studies
Bear Valley Bible Institute of Denver Extension School
Travel Requirements and Tips
Kpalime, Togo West Africa***

Contacts:

1. When applying for your Visa you will be required to enter Contact information for two Togolese Contacts. Please enter the information for the first two contacts below.
2. You will also need to copy this Contact information (in your phone possibly) and carry it with you when you travel into and around Togo. The forms for entry keep changing, but it is possible you will need this information to fill out the entry form upon arrival in Togo.
3. Here are some Togolese Contacts for the Center for Biblical Studies

- a. Cephas Essotena Nyemanta
Center for Biblical Studies
B.P. 565
Kpalime, Togo
Phone: (228) 91958838
Email: essotena@yahoo.fr

- b. Aklao Komlan
Church of Christ
B.P. 170
Tsevie, Togo
Phone: (00228) 992-0121
Email: aklaocom@voila.fr

- c. Dey Adomekoe
Church of Christ
B.P. 61707
Lome, Togo
Phone: (228) 90055717
Email: adomdey@hotmail.com

4. Ghanaian Contact (Not to be Used for Visa Application)

Willie Gley
Nsawam Road church of Christ
No 19 Nsawam Road
Accra, Togo
Phone number: 024-450-9169
e-mail: williegley@gmail.com

Center for Biblical Studies
Bear Valley Bible Institute of Denver Extension School
Travel Requirements and Tips
Kpalime, Togo West Africa

Immunizations:

Vaccinations:

1. The only Immunization that is required to travel to Togo is Yellow Fever. You **MUST** have an Immunization Card showing proof of your Yellow Fever Vaccination before you will be allowed entry into the country of Togo.
2. It is highly recommended that you check with your county health officials to see what other vaccinations they recommend for Togo West Africa. You should give yourself plenty of time because some vaccinations take months to complete. You should consider:
 - a. Typhoid
 - b. Hepatitis A and B
 - c. Polio
 - d. Tetanus / Diphtheria
 - e. Meningitis

Prophylactic:

Malaria is endemic in West Africa and should be taken very seriously. A prophylactic recommended by your doctor for Togo West Africa should be taken as a precaution. This process should begin before you leave the USA, and continue after you return home as prescribed. It is also highly recommended for you to return to the USA with the treatment for malaria in case the symptoms appear after you return home. The treatment in Togo only costs about \$7 or so.

Money Matters:

Money:

1. The monetary system in the country of Togo is the CFA. One U.S. dollar equals about 500 CFA at the present exchange rate (12/31/2012). This rate changes daily.
2. Except for high class hotels you cannot spend American dollars in Togo. However, you can exchange U.S. Dollars for Togo Cedis throughout the country. You get a better rate for large bills, \$50 and \$100, than small bills. The bills must be newer and in very good condition with no tears or extreme marks to be exchangeable. Willie Gley or the staff at the school will help you exchange any money.
3. You can use a debit card at an ATM machine to obtain local currency. You need to make sure that your U.S. bank is aware that you are traveling in West Africa, or you may find your card denied. It is always best to have some cash on you just in case.

Center for Biblical Studies
Bear Valley Bible Institute of Denver Extension School
Travel Requirements and Tips
Kpalime, Togo West Africa

Airfare:

1. The average international round trip airfare from most major American cities to Lome Togo ranges from \$1,400 to \$2,400. The cost is the highest during the months of July and August.
2. The airfare to Accra Ghana is usually a few hundred dollars cheaper than Lome. It may work better to fly into Accra and then drive from Accra with Willie Gley to Kpalime. Willie travels to Kpalime at least once a month. The drive takes about five hours including the time it takes to cross the border.
3. There will be no need to fly domestic airlines while in Togo. You will either travel by bus or auto from the airport in Lome, or the airport in Accra.

Hotels or Lodging:

1. There are no facilities at the Center for Biblical Studies for visiting instructors. However, there are a number of hotel options throughout the city of Kpalime ranging from very basic to quite modern. These would range in cost from \$30 to \$200+ per night. Most of these hotels have onsite restaurants with American type foods.
2. One local option is the Hotel Kristal which is within walking distance to the school. A single room with air conditioning is about \$30 per night. Here is a link to their website: <http://hotelcristaltogo.com/>
3. Please contact brother Cephas located in contacts to arrange for your accommodations in Kpalime. His email address is: essotena@yahoo.fr.

Expenses:

The amount of money that you will need to take care of expenses in Togo can vary widely depending upon your needs. Generally, the average visitor should be able to stay in Kpalime for less than \$700 for a two week stay. You will need to have the funds available to take care of the following:

1. Hotels and Lodging
2. Taxis and other transportation
3. Meals, bottled water, and snacks
4. Tips (In Togo called a dash)
5. Souvenirs

Center for Biblical Studies
Bear Valley Bible Institute of Denver Extension School
Travel Requirements and Tips
Kpalime, Togo West Africa

Travel Tips:

1. Do not drink the water. Always use bottled water for drinking, brushing your teeth, etc. Do not drink the water that comes in the plastic sachets. Many times this is only tap water.
2. Do not bring anything of great value. Do not bring a bunch of Credit Cards to Togo. You will not need them. You will also not need expensive jewelry.
3. Pack sufficient comfortable clothing. Casual clothes can be worn outside class, and dress clothes are necessary for class and worship service. Everyone dresses up for worship. Women always wear longer blouses or dresses to worship. Men wear dress shoes, slacks, and dress shirts.
4. Electricity in Togo is 220 volts. If you plug in something designed for 120v it will burn it up (I know from experience). Most electronics today are designed to be used anywhere in the world but you need to check each one you bring to be sure. If it says 100-240v then it is okay. Otherwise, you will need a transformer that can be purchased at any department store. Some appliances such as hair dryers will take a special transformer that can handle high wattage.

Hospital Information:

There are government and private hospitals throughout Togo. All local Togolese will be aware of these facilities. It is not always the best option to go to the hospital. You should speak with the local brethren at the school to discuss your options in case of injury or sickness. It is wise to have emergency evacuation insurance available in case of a severe medical problem so you can be airlifted to a country that will have adequate care available (i.e. surgeries, etc.).

American Embassy:

1. The American Embassy in Togo is located in Lome at the following address:

Boulevard Eyedema
B.P. 852
Lome, Togo

2. In case of emergencies the Embassy Duty Officer can be contacted at (Country Code 228) 2261-5470 or 2261-5471 or 2261-5473 or 2261-5474.

***Center for Biblical Studies
Bear Valley Bible Institute of Denver Extension School
Travel Requirements and Tips
Kpalime, Togo West Africa***

Emergency Contacts:

1. Bob Turner
e-mail: bturner@bvbid.org
Phone: 501-733-1237 (c) 303-986-5800 (o)

2. Steven Ashcraft
samtnhome@yahoo.com
Phone: USA 971-270-8535 / TOGO 233(0)246146022

3. Bear Valley Bible Institute of Denver
e-mail: info@bvbid.org
Phone: 303-986-5800