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ABC VISA AND PASSPORT REQUEST FORM

Company Information	Applicant's Information
Company Name : Contact (Requested by) Phone: () - Ext: Email: Request Date: / /	Applicant's Name : Passport # Nationality Needed by Date: / /

Service Required:

ROUTINE <input type="checkbox"/>			
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Visa Processing			
Country	Business or Tourist	# of Entries into Country	Departure Date

DOCUMENTS INCLUDED WITH APPLICATION (Check all that apply.)

<input type="checkbox"/> Passport <input type="checkbox"/> Application(s) <input type="checkbox"/> Photo(s) <input type="checkbox"/> Itinerary <input type="checkbox"/> Company Letter	<input type="checkbox"/> Invitation <input type="checkbox"/> Embassy Fees <input type="checkbox"/> ABC Service Fees <input type="checkbox"/> Copy of Green Card <input type="checkbox"/> Letter of Authorization (For Minors) <input type="checkbox"/> Other (Specify)
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METHOD OF PAYMENT ***** ALL CREDIT CARD CHARGES ARE SUBJECT TO 4% CREDIT CARD CONVENIENCE FEE****

Direct Bill #	Full Name (as shown on credit card)		
Credit Card Type:	Credit card #	Card Code (4 digits for Amex)	Expiration Date /

Credit Card Billing Address

Address:

City State Zip

Signature: (Please include address of this credit card)

Checks enclosed : Check 1: Check 2: Total Amount

Processed documents to be sent back to:

Attention: Contact #: () -

Address:

City State Zip

IMPORTANT INFORMATION:
 ABC Visa & Passport SVCS acts as an agent and accepts no responsibility for any delays, damages, actions, inaction or loss of documents/passports by the U.S. Department of State, embassy, or any courier, delivery and postal services. Issuance of a visa or passport is a decision of the country which application is made or the U.S. Department of State. ABC Visa & Passport SVCS assumes no liability for a country's decision or the U.S. Department of State's decision or for delays encountered in processing an application.