

VISA AND PASSPORT ORDER FORM

MONUMENT VISA SERVICE

12587 Fair Lakes Circle Suite 331 Fairfax, Virginia 22033

Phone:1-800-995-6924 Fax:703-991-2282 Email:info@monumentvisa.com

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Traveler Information: (complete one form per applicant)

First Name: _____ Last Name: _____ Company Name: _____

Contact Phone Number: _____ Fax: _____ Email: _____

Departure Date: _____ Must have passport back by: _____

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Shipping Instructions:

Name: _____ Company: _____

Address: _____ Apt: _____

City: _____ State: _____ Zip: _____ Phone: _____

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Services Requested:

Passport: ___ New Passport ___ Passport Renewal ___ Additional Pages ___ Lost Passport
___ Second Passport

Visas:

Country	Tourist	Business	Single Entry	Double Entry	Multiple Entry
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

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Shipping Services:

___ Free USPS Priority Mail 2-4 days

___ \$25.00 1-2 Business Days

___ \$40.00 Next Business Day

___ \$_____ International Shipping(please call office for a quote)

___ Pre-Paid air bill included or use my account number: Account Number _____ Company _____

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Payment Information:

(made payable to Monument Visa Service)

_____ Check _____ Money order _____ Cashiers Check _____ Credit Card (add 4%)

I _____ authorize Monument Visa Service to charge my credit card

US\$ _____ for all fees associated with this order to the following credit card account:

Credit card Service Provider _____

Name on Card: _____ Card No. _____

Exp Date: _____ Sec Code: _____ -

Billing Address: _____ Zip Code: _____

Monument Visa Service LLC, acts only as an agent and accepts no responsibility for any delays, damages, or loss of documents/passports by the embassy, or any courier, delivery and postal services. Issuance of a visa is a decision of the country to which application is made. Monument Visa Service assumes no liability for a country's decision or for delays encountered in processing an application.

Signature of Cardholder

Date
