# **VISA CENTER ORDER FORM**

TORONTO 4646 DUFFERIN ST., UNIT 6 TORONTO, ON M3H 5S4

MON-FRI: 9AM-6PM

CALGARY 400 5TH AVENUE SW SUITE 300, CALGARY, AB T2P 0L6

MON-FRI: 9AM-5PM

VANCOUVER 1285 WEST BROADWAY SUITE 600 VANCOUVER, BC V6H 3X8

MON-FRI: 9AM-5PM

PERSONAL INFORMATIO	NY (I ENGON GOL					
LAST NAME			FIRST NAME			
E-MAIL			TELEPHONE			
TRAVEL AGENT			MAIN APPLICANT NAME IF DIFERENT FROM ABOVE			
			DII EKENT KOM ADOVE			
SERVICE DESCRIPTION	(INDICATE TYPE	OF SERVICE YOU A	ARE APPLYING FOR AND PRICE	≣)		
SERVICE 1				/ SERV	/ICE PRICE	
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SERVICE 2	LIOT COLINITOV A	ND TVDE OF VIOA ALONO WIT	LLOEDWOELEVEL (OTHER REDWOE	/ SERV	/ICE PRICE	
SERVICE 3	LIST COUNTRY A	IND TYPE OF VISA ALONG WITE	H SERVICE LEVEL / OTHER SERVICE	/ SEDV	/ICE PRICE	+
SERVICE 3	LIST COUNTRY A	ND TYPE OF VISA ALONG WITH	H SERVICE LEVEL / OTHER SERVICE	/ SERV	ICE PRICE	=
THIS BOX IS FOR INTERNAL OFFICE US	SE ONLY			SERV	ICE TOTAL	
OPTIONS FOR RETURNIN	NG YOUR DOCUM	MENTS TO YOU				
0.00 PICK-UP AT OFFICE			_		IMPORTANT	
			\$40 OVERNIGHT DELIVERY CA	NADA	_	
\$100 LOCAL SAME-DAY RU	JSH COURIER (TORC	ONTO, VANCOUVER)	\$40 OVERNIGHT DELIVERY CA		_	late by which you
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By using the services of Visa Center, I authorize it to handle my personal Information and my passport/other documents and particulars to a foreign diplomatic/consular missions in Canada & US for the purpose of acquiring a visa or other consular documents as well as to receive information on my application from foreign diplomatic/consular missions and sign on my behalf whenever and wherever it is required for the purpose of obtaining visa. By signing this document, I accept in whole the following terms, conditions and limitations: Visa Center does not issue visas and can not and does not guarantee a visa will be issued by a diplomatic/diplomatic/consular office, as this is the sole prerogative of the foreign government. Issuance of visa, processing timing, visa type, its validity term, number of entries and other details are determined exclusively by the embassy/consulate on case by case basis. Once the application file has been submitted to the embassy/consulate, no changes of any kind, including the trip dates and/or processing timing, are possible or allowed. Processing timings and requirements mentioned on Visa Center web site is a general guide-line only. Embassy/consulate has the right to request additional documentation and increase the processing timing. Visa Center does not bear liability for the safety or security of your passport/document once the passport has entered the diplomatic/consular or other authority grounds or passed into the control of a courier company for delivery. Visa Center is not liable for any stolen or lost passports, while out of our hands, and holds no liability for that delivery of passports and visas, and Visa Center does not bear any financial, legal or other obligations whatsoever for client travel bookings or other purchases, down payments, or any kind of travel or other arrangements that were done prior to the issuance of visa that may be affected by processing times, visa details or denial of visa. Visa Center does not bear any financial (or otherwise) responsibility from

SIGNATURE OF APPLICANT OR ACTING AGENT	DATE	

# SMS (Text) Notifications to You Cell Phone Application Form

Last Name	
First Name	
Cell Phone Number	
Name of the provider (Bell, Fido, etc.)	

In some cases email notifications might be categorized as "junk" or "spam" and sent to these folders right away without you checking them and thus missing the important update on your visa file. To avoid this unfortunate situation we offer you to have our notifications being sent to your mobile phone as text messages.

Price for this service is: 1.00 +HST, and it will be added to the total service charge.

We shall be using the data provided by you in your SMS application form solely and exclusively to send your application status by SMS to your registered mobile number, and to send you these details also by e-mail at the indicated e-mail address. We may also provide your information to any government or government agency in connection with the processing of your application. BY SIGNING THIS FORM YOU ARE NOTIFYING US THAT YOU CONSENT TO RECEIVING THIS INFORMATION BY SMS AND EMAIL. Please note that if you give your consent, you have the right at any time to withdraw this consent by notifying us at VisaCenter by email <a href="mailto:info@visacenter.ca">info@visacenter.ca</a>.

#### Disclaimer and Terms and Conditions

- 1. The Short Messaging Service ('SMS') provided to Visa Applicants is to update on current status to the applicant with regards to Visa Application Process. The information provided by SMS is based among others on the information provided by the Embassy/Consulate. While VisaCenter ensures that information is made available to the visa applicant promptly and accurately, the Visa Applicant shall at all times be responsible for providing and maintaining an SMS text compatible mobile phone number where VisaCenter can send text messages regarding the status of the Visa Application to the Visa Applicant. The Visa Applicant is responsible for ensuring connection to a mobile network capable of receiving the SMS Services. The Visa Applicant understands that if The Visa Applicant 's mobile phone is switched off, disconnected for any reasons or is out of coverage for a period of 24 hours or more, The Visa Applicant's mobile network provider may delete any SMS messages to be received by The Visa Applicant
- 2. The Visa Applicant confirms that the Visa Applicant has provided the accurate mobile number for receiving SMS and that the Visa Applicant is the owner or its legitimate user, or that the Visa Applicant has the consent of the owner or legitimate user, of the mobile phone using for the Services. The Visa Applicant acknowledges that using another person's mobile phone/providing inaccurate mobile phone number/unauthorized use of mobile phone number for receiving the SMS may entail disclosure of Visa Applicant 's confidential information which disclosure shall be at the sole risk of the Visa Applicant
- 3. The Services, once obtained, will be available to the Visa Applicant from the time of application till complete processing of the application or such other period as VisaCenter may advise via our website located at <a href="https://www.visaCenter.ca">www.visaCenter.ca</a>. VisaCenter reserves the right to withdraw this service at any time and without notice.
- 4. The Visa Applicant must not use (or permit any third party to use) the SMS Service to send any message or communication which is Spam, illegal, offensive, abusive, indecent, obscene or menacing or causes annoyance, inconvenience or needless anxiety or infringes the rights of third parties. VisaCenter reserves the right to withdraw the SMS service to such Visa Applicant if The Visa Applicant is in breach of this paragraph 4. VisaCenter may also withdraw the Services if VisaCenter in its sole discretion apprehends that the SMS service is being used for such purposes.
- 5. For operational reasons VisaCenter may vary the technical specification of the Services with or with out notice. In the event of any change to the Service these Terms and Conditions is to be treated as varied accordingly.
- 6. The time to deliver the SMS is dependent on several factors such as upon the traffic on the mobile network and whether The Visa Applicant mobile phone is within reach and switched on and cannot therefore be guaranteed by VisaCenter. VisaCenter is not a mobile network operator and does not guarantee the delivery of SMS text messages.
- 7. The Visa Applicant acknowledges that the SMS Services may, at any time, be adversely affected by problems with The Visa Applicant mobile phone network, type of mobile account, force majeure events including, without limitation, interference to the network coverage. VisaCenter is not responsible or liable to The Visa Applicant for any loss, damage or expenses incurred directly or indirectly by The Visa Applicant as a result of any difficulties experienced by the Visa Applicant's mobile phone service provider.
- Subject to the constraints described within this paragraph 7, VisaCenter shall carry out the services with reasonable care and skill.
- 8. If The Visa Applicant does not receive SMS relating to these Services, the Visa Applicant should inform VisaCenter through email.
- 9. The SMS service delivers the Visa Application Status based on the information received by VisaCenter from Embassy/Consulate.

  10. The Visa Applicant agrees to comply with all instructions we may give concerning the Services, including any security instructions. We will be entitled to treat any failure
- 10. The Visa Applicant agrees to comply with all instructions we may give concerning the Services, including any security instructions. We will be entitled to treat any failure by Visa Applicant themselves to comply with these instructions as a breach of these Terms and Conditions, which will entitle us to deny Visa Applicant access to the Services.
- 11. The Visa Applicant is responsible for paying charges for the message origination. Charges once paid for SMS service will not be refunded under any circumstances.
- 12. The Visa Applicant shall at its sole risk be responsible for taking all reasonable steps to prevent unauthorized persons gaining access to the Services.
- 13. While VisaCenter takes every precaution transmission of information to transmit information. VisaCenter shall not be responsible or liable for any unforeseen events and circumstances beyond the reasonable control of VisaCenter.
- 14. VisaCenter may in its sole discretion temporarily suspend the provision of the Services if such provision could materially affect the quality of any telecommunications service, including the Services, provided by VisaCenter.
- 15. VisaCenter specifically excludes all liability of any kind (including negligence) in respect of any third party information or other material made available on, or which can be accessed using SMS text services.

I have read and understood the Disclaimer, the terms and conditions and the price contained therein and agree to abide by the same.

Signature (	of the Visa			
Applicant:				

## Registration with Canadian Embassies

The world unfortunately is not a safe place. When you travel abroad and surrounded by foreign environment many situations, in some cases hostile may arise, like terrorist attacks, banditry or even war. Plus there are natural disasters and catastrophes.

Visacenter.ca can help you to make your contact information in the country where you are traveling available to Canadian Embassy/Consular officials responsible for helping Canadians abroad.

## What is the registration?

Upon your request the Department of Foreign Affairs in Ottawa (DFAIT) will be provided with your major contact information in the country of your travel as well as your emergency contact in Canada. In the event there is a need to contact Canadians to offer urgent advice or evacuation during a natural disaster or civil unrest, or to inform them of a family emergency at home, Canadian Embassy/Consulate contacts all registered Canadian citizens in that country.

**OFFICIAL REGISTRATION IS RECOMMENDED** for **ALL** Canadians traveling abroad for business or pleasure, or residing abroad, irrespectively of the length of travel.

It is best to register **BEFORE** leaving Canada.

## What should I do to register?

To register, you are required to fill-out short Registration of Canadians Abroad Form with your basic contact information.

#### What is the cost?

The cost of peace of mind is just CAD16.95 (HST included) per person.

I agree that Visacenter.ca subm	nits on my behalf my data for Registration o
Canadians Abroad service provi	ided by DFAIT and agree that for this act th
charge of CAD 16.95 be added to	the total payment for my visa services order.
-	
Signature:	Date:
Next step:	

→ Please, fill-out the following Registration of Canadians Abroad Form

# Registration of Canadians Abroad

MY PERSONAL INFORMATION

**Note:** The \* denotes a mandatory field

\*First name: \*Last name: M/[]F \*Date of birth: Gender MONTH YEAR DAY Passport \*Preferred English French number: language: MY DESTINATION DETAILS \*Destination country: Region: \*Additional information: ADDRESS, HOTEL, TRIP DETAILS \*Arrival date \*Departure at destination: date: MONTH MONTH DAY YEAR DAY YEAR HOW TO CONTACT ME DURING MY TRIP \*You must provide at least one way of contacting you outside Canada Email: Telephone: Mobile: WHOM TO CONTACT IN CASE OF AN EMERGENCY \*First name of emergency contact: \*Last name of emergency contact: Email: \*You must provide at least one means of contact: Mobile: Telephone: ADDITIONAL DESTINATION \*Destination country: Region: \*Additional information: ADDRESS, HOTEL, TRIP DETAILS \*Arrival date \*Departure at destination: date: DAY MONTH YEAR DAY MONTH YEAR ADDITIONAL TRAVELLER \*First name: \*Last name: Passport number: Signature: Date:

DAY

**MONTH** 

**YEAR** 

## AZERBAIJAN Visa Pricing (includes Embassy and handling fee)

Visa Type / Processing Time	5 days
E-visa Single entry - Tourist, Business, Private valid for 90 days with max 30 days stay	\$ 150.00 (+TAX \$15.60)

<sup>\*</sup>Above prices include Consular / Embassy fee, Visa Center fee. No other processing fees will be added.

### **INCLUDE THE FOLLOWING DOCUMENTS:**

## Azerbaijan Visa Requirements

- If you apply for <u>Azerbaijan electronic visa (E-Visa)</u> you may <u>click here to start filling the</u> form online now.
  - Signed passport with at least 6 months validity at the time of application and 2 empty pages.
- Two (2)recent identical color photos, size 35mm x 45 mm with a white background (photo facility is available on-site TORONTO, MARKHAM & VANCOUVER). Please note that photos from photo booth or home-shot photos are not acceptable. Photos must be not older than 6 months.
- Completed and signed Azerbaijan visa application form.
- For Business, educational or humanitarian visas: official invitation letter processed through the Consular Department of Azerbaijani MFA, letter from employer.
- For <u>Tourist</u> visas: confirmation letter from the receiving tourist company or the hotel in Azerbaijan registered at the Consular Department of Azerbaijani MFA and flight itinerary. <u>Note:</u> tourist visa is valid for exact dates of hotel accommodations purchased.
- For <u>Private</u> visas (up to 90 days stay; single or double entry): invitation from private person in Azerbaijan, inviting foreign national and a copy of his/her Azerbaijani ID Card. The sample of the letter of the invitation is here.
- For <u>Transit</u> visas: a copy of round trip ticket and valid visa to the next country.
- For all visas: Letter of request by the traveler stating the purpose of the visit, the date of entry and duration of stay, as well as information about the hosting party and request to grant a visa.
- Persons WITH DUAL citizenship, ONE of which IS Canadian, must apply WITH their Canadian passports only. Applicants WITH other THAN Canadian passports must provide the copy of the document confirming their current resident STATUS IN Canada (PR Card, Landed Document, WORK Permit)
- Emergency medical insurance is strongly recommended for all travellers and may be purchased by clicking on this link
- <u>Note:</u> Per Azerbaijan government regulations all foreigners and stateless persons, intending to stay in the Republic of Azerbaijan for more than three days, need to be registered at the State Migration Service of the Republic of Azerbaijan (www.migration.gov.az) within three days upon arrival to Azerbaijan. <u>Click here for more details on how to register your visa in Azerbaijan</u>.

**NOTE:** Want to check if you prepared your Azerbaijan visa application documents correctly? Click on the following link:

http://www.visacenter.ca/pdf/additional\_visa\_pre-screen\_service\_form.pdf and send us your file for quick evaluation.

# Azerbaijan Business Visa Requirements (additionally to the requirements above)

- Official invitation letter from receiving party in Azerbaijan processed through the Consular Department of Azerbaijani MFA, letter from employer.
- Copy of the Charter and State registration certificate of the inviting company.



#### **IMPORTANT:**

In line with the Consulate requirements Visa Application Form for this country must be filled out electronically (refer to the requirements on our web page on how to do it). If you experience difficulties in filling out visa application form in the required way and choose to fill this manual form, it will extend processing timing by 2 days and non-refundable fee of **CAD35.00** + tax will be added to your bill without any further warnings immediately after we receive your documents.

# Azərbaycan Respublikasının Xarici İşlər Nazirliyi Ministry of Foreign Affairs of the Republic of Azerbaijan

# Viza almaq üçün ərizə-anket **Application for visa**

Oeyd: Blankı doldurarkən çap hərflərindən istifadə edin.

Note: Use block letters to fill the application form.		
1. Soyadınız (pasportda olduğu kimi)/ Surname (as in p	passport):	
2. Adınız (pasportda olduğu kimi)/ Name (as in passpo	ort):	
3. Adınız və ya soyadınız dəyişilibmi? (əgər dəyişilibs Has your name or surname been changed? (if changed		
4. Doğulduğunuz tarix (gün, ay, il) / Date of birth (day, month, year):	5. Doğulduğunuz yer / Place of birth:	6. Vətəndaşlığınız /Citizenship:
7. Vətəndaşlığınız dəyişilibmi? (əgər dəyişilibsə, nə za Has your citizenship been changed? (if yes, when and		)
8. Cinsiniz / Sex: Kişi / Male: Qadın / Female:	9. Pasportunuzun və ya sərhədkeçmə sənədinizin nömrəsi və seriyası / Number and serial of passport or travel document:	10. Pasportunuzun və ya sərhədkeçmə sənədinizin verildiyi yer (ölkə, şəhər) / Place of issue (country, city) of passport or travel document:
11. Pasportunuzun və ya sərhədkeçmə sənədinizin növü / Type of passport or travel document: Ümumvətəndaş / Ordinary Xidməti / Service Diplomatik / Diplomatic Digər / Other	12. Verilmə tarixi (gün, ay, il) / Date of issue (day, month, year):	13. Etibarlıdır (gün, ay, il) / Valid until (day, month, year):
14. Son beş ildə aldığınız vizalar / Other visas issued d	luring the past five years:	
15. Ailə vəziyyətiniz / Marital status: Evli / Married Subay / Single Dul / Widowed Boşanmış / Divorced	16. Hal-hazırkı ünvanınız / Full present address:	17. Ev telefon nömrəniz / Home phone number:

18. İş yeriniz və ixtisasınız / Occupation and specialty:	19. Azərbaycana nə vaxt gəlməyi planlaşdırırsınız / When are you going to come to Azerbaijan:	20. Nəqliyyat vasitəsi (əgər minik avtomobildirsə, nömrəsi) / Type of transport (if it is a car, license number):
21. Son məntəqəniz (ölkə, şəhər) / Final destination (co	ountry, city):	22. Səfərin müddəti (gün) / Duration of a visit (days):
23. Azərbaycana nə vaxtsa səfər elmisinizmi? / Have you ever visited Azerbaijan?:  Bəli / Yes  Xeyr / No Səfər etdiyiniz təqdirdə, nə vaxt? / If yes, when?	24. No vaxtsa, Azərbaycan vizası almısınızmı? / Have you ever been issued a visa to Azerbaijan?  Bəli / Yes  Xeyr / No Nə vaxt? / When?  Haradan (ölkə, şəhər)? / Where (country, city)?  Sonuncu vizanın nömrəsi / Number of last visa:	25. Sizə nə vaxtsa, Azərbaycan vizasının verilməsində etiraz olunubmu? / Have you ever been refused a visa to Azerbaijan? Bəli / Yes Xeyr / No Nə vaxt? / When?
26. İctimai təhlükə yarada biləcək infeksiyaya tutulmu health? Bəli / Yes Xeyr / No Təsdiq olduqda, adı: / If yes, name:	sunuzmu? Did you suffer from any infec	tious disease dangerous for public
27. Nə vaxtsa cinayət məsuliyyətinə cəlb olunmusunu: Bəli / Yes Xeyr / No Nə vaxt? / When?	zmu? / Have you ever been charged of ar	ny criminal offences anywhere?
28. Ermənistan Respublikası tərəfindən işğal olunmuş Have you ever visited Nagorno Karabakh region of the Bəli / Yes Xeyr / No Səfər etdiyiniz təqdirdə, nə vaxt? / If yes, when?		
29. Səfərinizin məqsədi / Purpose of your trip:	30. Vizanın növü / Type of visa:	31. Girişin sayı / Number of entries:
Rəsmi / Official	Giriş / Entry	Birdəfəlik / Single İkidəfəlik / Double
İşgüzar / Business	Tranzit / Transit	Çoxdəfəlik / Multiple
Turizm / Tourism  Əmək / Employment Təhsil / Education Müalicə / Medical treatment Elmi-mədəni-idman / Scientific-cultural-sports Şəxsi səfər / Private visit		
32. Sizi Azərbaycana dəvət edən təşkilatın, hüquqi şəx organization, juridicial person inviting you to Azerba		şəxsin statusu / Direction of activity of
Dövlət / Government QHT / Nongovernmental organization Kommersiya / Business Humanitar / Humanitarian Azərbaycan Respublikası vətəndaşı / The citizen o		
Azərbaycan Respublikasında daimi yaşayan əcnəb Əməkçi miqrant / The employed migrant		Republic of Azerbaijan

	acağınız ünvan / A	Address of the	e place of your stay in A	zerbaijan:	
35. Səfərinizi kim mal for your visit?	iyyələşdirir? / Wi	no will pay	36. Azərbaycanda işlə you intend to be empl Bəli / Yes Xeyr / No	mək fikriniz varmı? /Do oyed in Azerbaijan?	37. Azərbaycanda təhsil alma fikriniz varmı? / Do you intend to study in Azerbaijan Bəli / Yes Xeyr / No
38. Pasportunuza qeyo your passport and who	d olunan 16 yaşına will travel with	a çatmayan v you to Azerb	ə sizinlə səfərdə olan şə aijan:	xslər / Children under 16	years or persons included on
Soyadı / Surname	Adı / Name	Doğulduğ	gu tarix / Date of birth	Doğulduğu yer / Place of birth	Qohumluq əlaqəsi / Relationship
39. Mən təsdiq edirən	ı ki, ərizədə göstə	rilən sualları	oxuyub başa düşdüm v	e düzgün cavab verdim. B	aşa düşürəm ki, hər hansı yalnı
məlumat nəticəsində r	nənə viza verilmə	sindən imtin understand t	a edilə bilər / I certify th	nat I read, understood and rmation may result in the r	aşa düşürəm ki, hər hansı yalnı correctly responded to all efusal of a visa to Azerbaijan Yer / Place
məlumat nəticəsində r questions set forth in t	nənə viza verilmə	sindən imtin understand ti Ərizəçinir	a edilə bilər / I certify that any false or misinfor	nat I read, understood and mation may result in the r	efusal of a visa to Azerbaijan
məlumat nəticəsində r questions set forth in t	nənə viza verilmə his application. I	sindən imtin understand ti Ərizəçinir	a edilə bilər / I certify that any false or misinform imzası / Signature of a	nat I read, understood and rmation may result in the r pplicant FFICIAL USE ONLY Vizanın kateqoriya	correctly responded to all efusal of a visa to Azerbaijan  Yer / Place  si: di ati
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məlumat nəticəsində r questions set forth in t Tarix / Date	nana viza verilma this application. I	esindən imtin understand ti Ərizəçinir XIDMƏTİ Viza: Verildi: Etiraz e	a edilə bilər / I certify that any false or misinform imzası / Signature of a  QEYDLƏR / FOR OI  dildi	nat I read, understood and rmation may result in the r pplicant  FFICIAL USE ONLY  Vizanın kateqoriya: A Xidm	correctly responded to all efusal of a visa to Azerbaijan  Yer / Place  si: di ati

ölkəyə girmək və ölkədə qalmaq üçün lazım olan maliyyə vəsaitinin olmasını sübut edən sənədlər; dövlət rüsumunun ödənilməsi barədə qəbz.

tibbi sığorta;

Qeyd: