

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

1. PERSONAL INFORMATION (PERSON SUBMITTING MAY NOT BE THE APPLICANT)

LAST NAME	<input type="text"/>	FIRST NAME	<input type="text"/>
E-MAIL	<input type="text"/>	TELEPHONE	<input type="text"/>
TRAVEL AGENT	<input type="text"/>	MAIN APPLICANT NAME IF DIFERENT FROM ABOVE	<input type="text"/>

2. SERVICE DESCRIPTION (INDICATE TYPE OF SERVICE YOU ARE APPLYING FOR AND PRICE)

SERVICE 1	<input type="text"/>	/ SERVICE PRICE	<input type="text"/>
	LIST COUNTRY AND TYPE OF VISA ALONG WITH SERVICE LEVEL / OTHER SERVICE		+
SERVICE 2	<input type="text"/>	/ SERVICE PRICE	<input type="text"/>
	LIST COUNTRY AND TYPE OF VISA ALONG WITH SERVICE LEVEL / OTHER SERVICE		+
SERVICE 3	<input type="text"/>	/ SERVICE PRICE	<input type="text"/>
	LIST COUNTRY AND TYPE OF VISA ALONG WITH SERVICE LEVEL / OTHER SERVICE		=

THIS BOX IS FOR INTERNAL OFFICE USE ONLY	SERVICE TOTAL	<input type="text"/>
--	---------------	----------------------

3. OPTIONS FOR RETURNING YOUR DOCUMENTS TO YOU

<input type="checkbox"/> 0.00 PICK-UP AT OFFICE	<input type="checkbox"/> \$40 OVERNIGHT DELIVERY CANADA	IMPORTANT! Absolute latest date by which you must have your passport(s) back <input type="text"/>	
<input type="checkbox"/> \$100 LOCAL SAME-DAY RUSH COURIER (TORONTO, VANCOUVER)	<input type="checkbox"/> \$65 OVERNIGHT DELIVERY (9AM) CANADA		
<input type="checkbox"/> \$150 LOCAL CITY SAME-DAY EVENING COURIER (TORONTO ONLY)	<input type="checkbox"/> \$70 SATURDAY DELIVERY CANADA		
<input type="checkbox"/> \$175 AIRPORT TERMINAL DELIVERY (TORONTO, VANCOUVER)	<input type="checkbox"/> \$350 CANADA SAME DAY DELIVERY		
	<input type="checkbox"/> \$155 INTERNATIONAL COURIER		
RETURN SHIPPING	<input type="text"/>	COURIER TOTAL	<input type="text"/>
	RECIPIENT'S NAME (MUST BE OVER 18 OR OLDER)		

BUILDING NUMBER	STREET NAME				
CITY/TOWN	PROVINCE	COUNTRY	POSTAL CODE		

4. PAYMENT

<input type="checkbox"/> E-MAIL TRANSFER	<input type="checkbox"/> MONEY ORDER BANK DRAFT	E-TRANSFER PAYMENTS MUST BE SENT TO PAYMENTS@VISACENTER.CA CHEQUES MUST BE ISSUED TO VISA CENTER.	TOTAL AMOUNT
			ADD ABOVE BOXES FOR GRAND TOTAL FOR CREDIT CARD PAYMENTS ADD 2.5% FOR TO WHOLE AMOUNT

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 late 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 issues and losses arising from errors and improper issuance of visas by the consulates and does not compensate for travel expenses arising from any of the above. Even when visa is issued, a traveler may be denied entry since in each country the local immigration officials make the final decision to grant the entry. Client with visa application form submitted in any other than the required format will be charged \$35+HST. Visa Center will charge \$85+HST per passport, per country, for canceled visa applications for whatever reasons after the documents have been received for processing. No refund is possible once the documents submitted to foreign diplomatic/consular mission for processing. I understand and fully accept the above mentioned. BY SIGNING BELOW YOU AGREE ON ABOVE CONDITIONS & CHARGES. UNSIGNED FORMS WILL NOT BE PROCESSED.

SIGNATURE OF APPLICANT OR ACTING AGENT	<input type="text"/>	DATE	<input type="text"/>
---	----------------------	------	----------------------

ADD SERVICE TOTAL TO COURIER TOTAL



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 info@visacenter.ca.

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 www.VisaCenter.ca. 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 without 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 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 submits on my behalf my data for Registration of Canadians Abroad service provided by DFAIT and agree that for this act the 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

Note: The * denotes a mandatory field

MY PERSONAL INFORMATION

*First name:	<input type="text"/>			
*Last name:	<input type="text"/>			
*Date of birth:	<input type="text"/> DAY	<input type="text"/> MONTH	<input type="text"/> YEAR	Gender <input type="checkbox"/> M / <input type="checkbox"/> F
Passport number:	<input type="text"/>			*Preferred language: <input type="checkbox"/> English <input type="checkbox"/> French

MY DESTINATION DETAILS

*Destination country:	<input type="text"/>	Region:	<input type="text"/>
*Additional information: ADDRESS, HOTEL, TRIP DETAILS	<input type="text"/>		
*Arrival date at destination:	<input type="text"/> DAY	<input type="text"/> MONTH	<input type="text"/> YEAR
		*Departure date:	<input type="text"/> DAY
			<input type="text"/> MONTH
			<input type="text"/> YEAR

HOW TO CONTACT ME DURING MY TRIP

**You must provide at least one way of contacting you outside Canada*

Email:	<input type="text"/>		
Telephone:	<input type="text"/>	Mobile:	<input type="text"/>

WHOM TO CONTACT IN CASE OF AN EMERGENCY

*First name of emergency contact:	<input type="text"/>		
*Last name of emergency contact:	<input type="text"/>		
*You must provide at least one means of contact:	Email:	<input type="text"/>	
Telephone:	<input type="text"/>	Mobile:	<input type="text"/>

ADDITIONAL DESTINATION

*Destination country:	<input type="text"/>	Region:	<input type="text"/>
*Additional information: ADDRESS, HOTEL, TRIP DETAILS	<input type="text"/>		
*Arrival date at destination:	<input type="text"/> DAY	<input type="text"/> MONTH	<input type="text"/> YEAR
		*Departure date:	<input type="text"/> DAY
			<input type="text"/> MONTH
			<input type="text"/> YEAR

ADDITIONAL TRAVELLER

*First name:	<input type="text"/>
*Last name:	<input type="text"/>
Passport number:	<input type="text"/>

Signature:	<input type="text"/>	Date:	<input type="text"/> DAY	<input type="text"/> MONTH	<input type="text"/> YEAR
------------	----------------------	-------	-----------------------------	-------------------------------	------------------------------

Dominican Republic Visa Pricing (includes Embassy and handling fee)

Visa Type / Processing Time	3 days
Single Entry Tourist or Business visa	\$ 405.00 (+TAX \$30.42)

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

INCLUDE THE FOLLOWING DOCUMENTS:

Dominican Republic Visa Requirements

- **Any person who can legally travel or reside in the United States, Canada and the European Union (including Great Britain) does not need a visa to visit the Dominican Republic for tourist purposes and can enter the Dominican Republic with a Tourist Card and a valid passport.**
- **Original passport** valid for at least the duration of the requested visa or longer.
- Filled out and signed visa application form and one passport size photo. (Photo facility is available on-site - TORONTO, OTTAWA, MARKHAM & VANCOUVER). Please note that photos from photo booth or home-shot photos are not acceptable.
- Certificate of Good Conduct: issued in the jurisdiction of origin. If the beneficiary has been more than three months in the country, it needs to be issued by the competent local judicial authority.
- Legible photocopy of **hotel reservation**.
- Legible photocopy of **booked flight**.
- **Visa application letter** from the beneficiary addressed to the Consular Section containing name, nationality, place of residence and occupation, as well as purpose of traveling to the Dominican Republic.
- 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](#)



DOMINICAN REPUBLIC

Ministry of State for Foreign Affairs
CONSULAR DEPARTMENT

VISA APPLICATION FORM

Photo

1. Surnames

1.1 Surnames (as appears in passport)	1.2 Other surnames used (maiden, married, etc.)
---------------------------------------	---

2. Names

2.1 First and middle names (as appears in passport)	2.2 Other names used (religious, professional, alias, nicknames, etc.)
---	--

3. Birth and nationality information

3.1 Country of birth	3.2 Province/State	3.3 Locality/City/District
3.4 Date of birth (dd/mm/yyyy)	3.5 Primary nationality	3.6 Secondary nationality (if applicable)

4. Sex, occupation and education

4.1 Sex	4.2 Highest academic degree attained	4.3 Occupation
---------	--------------------------------------	----------------

5. Current location (residence)

5.1 Country	5.2 Province/State	5.3 Locality/City/District				
5.4 Street name (address)		5.5 No.	5.6 Floor	5.7 Staircase	5.8 Door	5.9 Post/Zip code
5.10 Home telephone number	5.11 Mobile telephone number (cellphone)	5.12 Work telephone number		5.13 Fax Number		
5.14 Personal e-mail		5.15 Professional / Work e-mail				

6. Passport information

6.1 Passport number	6.2 Country of issue	6.3 City or State where passport was issued	
6.4 Issuing country	6.5 Date of issue (dd/mm/yyyy)	6.6 Expiration date (dd/mm/yyyy)	

7. Personal identity documents

7.1 Country of document	7.2 Type of document	7.3 Document number	7.4 Expiration date (dd/mm/yyyy)

8. Marital status and spouse's information

8.1 Marital status	8.2 Name of spouse (even if divorced)	8.3 Spouse's date of birth (dd/mm/yyyy)	8.4 Spouse's nationality
--------------------	---------------------------------------	---	--------------------------

9. Length of stay in the Dominican Republic and purpose of visit

9.1 On what date do you plan to travel? (dd/mm/yyyy)	9.2 For how many days?	9.3 What is the purpose of the visit? ___ Pleasure ___ Studies ___ Business ___ Work ___ Dependence ___ Official ___ Diplomatic ___ Residence ___ Courtesy ___ Other(_____)
--	------------------------	---

10. Name and location where you will stay in the Dominican Republic

10.1 Name (of hotel or person you will stay with)	10.2 Telephone number	10.3 Mobile telephone number (cellphone)	
10.4 In which province?	10.5 City/Locality	10.6 Sector or neighborhood	
10.8 Name of the street or avenue (address)		10.8 Number	10.9 Post/Zip code

11. Employer and/or educational institution information

11.1 Activity	11.2 Name of institution	11.3 Telephone number	11.4 Address

12. Other than yourself, will anyone pay for your travel expenses? (If self, do not complete)

12.1 Name	12.2 Relationship

13. Have you ever visited the Dominican Republic? ____ Yes ____ No (If "Yes", please answer questions to the right, starting from the most recent visit)	13.1 Date of travel (dd/mm/yy)	13.2 How many days?

14. Have you even been issued a visa to the Dominican Republic? ____ Yes ____ No
 (If "Yes", please specify the following information for each visa)

14.1 Date (dd/mm/yyyy)	14.2 Country of issue	14.3 City	14.4 Type of visa	14.5 Visa number

Note: Please only include information that may be proved at the time of this application.

15. Visas granted by other countries

15.1 Issuing country	15.2 Country where it was issued	15.3 Date of expiry (dd/mm/yyyy)	15.4 Type of visa	15.5 Visa number

Note: Please only include information that may be proved at the time of this application.

16. Have you ever had your visa cancelled or revoked by the Dominican Republic? ____ Yes ____ No
17. Have you ever been denied a Dominican visa? ____ Yes ____ No
 (If "Yes" please specify the following)

17.1 Date (dd/mm/yyyy)	17.2 Country	17.3 State/City	17.4 Type of visa

18. Do you intend to work or study in the Dominican Republic? ____ Yes ____ No
 (If "Yes", please specify the activity, name and details of employer or place of study in the Dominican Republic)

18.1a Type of activity	18.2a Name (person, company or educational institution)	18.3a Telephone number
18.4a Province	18.5a Locality/City	18.6a Street
		18.7a Number

18.1b Type of activity	18.2b Name (person, company or educational institution)	18.3b Telephone number
18.4b Province	18.5b Locality/City	18.6b Street
		18.7b Number

19. Has anyone ever applied for a visa on your behalf? ____ Yes ____ No
 (If "Yes", please specify who and their relationship to you)

19.1 Name (business or person)	19.2 Relationship / kinship

20. Name of person who will accompany you

20.1 Name	20.2 Relationship / kinship

Signature of applicant <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="border: 1px solid black; width: 150px; height: 100px; position: relative;"> <div style="position: absolute; bottom: 5px; left: 5px; font-size: 8px;">Finger 1 (left index)</div> </div> <div style="border: 1px solid black; width: 150px; height: 100px; position: relative;"> <div style="position: absolute; bottom: 5px; left: 5px; font-size: 8px;">Finger 2 (right index)</div> </div> </div>	<p>Internal Information (do not fill in)</p> <table border="1" style="width: 100%;"> <tr> <th style="width: 50%;">File</th> <th style="width: 50%;">Resolution</th> </tr> <tr> <td>Number</td> <td>Number</td> </tr> <tr> <td>Date</td> <td>Date</td> </tr> <tr> <td>Place</td> <td>Status</td> </tr> </table>	File	Resolution	Number	Number	Date	Date	Place	Status
	File	Resolution							
Number	Number								
Date	Date								
Place	Status								

Please specify which documents support this application:

<input type="checkbox"/> Marriage certificate <input type="checkbox"/> Birth certificate <input type="checkbox"/> Parent or tutor authorization <input type="checkbox"/> Letter from bank <input type="checkbox"/> Sponsor's bank statement <input type="checkbox"/> Guarantee letter <input type="checkbox"/> Invitation letter <input type="checkbox"/> Employment letter or offer <input type="checkbox"/> Scholarship certificate <input type="checkbox"/> Good conduct certificate <input type="checkbox"/> Medical certificate <input type="checkbox"/> Other certificates	<input type="checkbox"/> Payment receipt <input type="checkbox"/> Letter from university <input type="checkbox"/> Employment contract <input type="checkbox"/> Bank statement <input type="checkbox"/> Identity document (DNI, Cédula or other) <input type="checkbox"/> Sponsor's identity document <input type="checkbox"/> Tax payment receipt <input type="checkbox"/> Photograph <input type="checkbox"/> Bank book <input type="checkbox"/> Family book <input type="checkbox"/> Salary slip <input type="checkbox"/> Verbal Note	<input type="checkbox"/> Passport <input type="checkbox"/> Hotel reservation <input type="checkbox"/> Flight reservation <input type="checkbox"/> Credit card <input type="checkbox"/> Property title (investment and real estate) <input type="checkbox"/> United States Visa <input type="checkbox"/> European Visa <input type="checkbox"/> Canada Visa <input type="checkbox"/> Great Britain Visa <input type="checkbox"/> Previous Dominican visas <input type="checkbox"/> Visas from other countries <input type="checkbox"/> Other document
---	--	---