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

FIRST NAME

E-MAIL

TELEPHONE

TRAVEL AGENT

MAIN APPLICANT NAME IF DIFERENT FROM ABOVE

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

SERVICE 1 / SERVICE PRICE +

LIST COUNTRY AND TYPE OF VISA ALONG WITH SERVICE LEVEL / OTHER SERVICE

SERVICE 2 / SERVICE PRICE +

LIST COUNTRY AND TYPE OF VISA ALONG WITH SERVICE LEVEL / OTHER SERVICE

SERVICE 3 / SERVICE PRICE =

LIST COUNTRY AND TYPE OF VISA ALONG WITH SERVICE LEVEL / OTHER SERVICE

THIS BOX IS FOR INTERNAL OFFICE USE ONLY

SERVICE TOTAL

3. OPTIONS FOR RETURNING YOUR DOCUMENTS TO YOU

- ☐ 0.00 PICK-UP AT OFFICE
- ☐ $100 LOCAL SAME-DAY RUSH COURIER (TORONTO, VANCOUVER)
- ☐ $150 LOCAL CITY SAME-DAY EVENING COURIER (TORONTO ONLY)
- ☐ $175 AIRPORT TERMINAL DELIVERY (TORONTO, VANCOUVER)
- ☐ $40 OVERNIGHT DELIVERY CANADA
- ☐ $65 OVERNIGHT DELIVERY (9AM) CANADA
- ☐ $70 SATURDAY DELIVERY CANADA
- ☐ $350 CANADA SAME DAY DELIVERY
- ☐ $155 INTERNATIONAL COURIER

IMPORTANT!
Absolute latest date by which you must have your passport(s) back

RETURN SHIPPING

RECIPIENT'S NAME (MUST BE OVER 18 OR OLDER)

COURIER TOTAL

BUILDING NUMBER

STREET NAME

CITY/TOWN

PROVINCE

COUNTRY

POSTAL CODE

ADD SERVICE TOTAL TO COURIER TOTAL

4. PAYMENT

E-MAIL TRANSFER ☐

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

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 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 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 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:

*Last name:

*Date of birth: DAY MONTH YEAR

Gender ☐ M / ☐ F

Passport number:

*Preferred language: ☐ English ☐ French

MY DESTINATION DETAILS

*Destination country:

Region:

*Additional information:
ADDRESS, HOTEL, TRIP DETAILS

*Arrival date at destination: DAY MONTH YEAR

*Departure date: DAY MONTH 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:

You must provide at least one means of contact:

Email:

Telephone:

Mobile:

ADDITIONAL DESTINATION

*Destination country:

Region:

*Additional information:
ADDRESS, HOTEL, TRIP DETAILS

*Arrival date at destination: DAY MONTH YEAR

*Departure date: DAY MONTH YEAR

ADDITIONAL TRAVELLER

*First name:

*Last name:

Passport number:

Signature:

Date: DAY MONTH YEAR

INCLUDE THE FOLLOWING DOCUMENTS:

Kyrgyzstan Visa Requirements

- Original passport valid for 3 months and with at least 1 empty page
- Filled out and signed Kyrgyzstan visa application form.
- 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.
- Authorization letter for visa from the Department of Consular Service of the Ministry of Foreign Affairs of the Kyrgyz Republic ("visa support letter"). For obtaining this letter, your Inviting person or organization in Kyrgyzstan has to reach out the Consular Department of the Ministry of Foreign Affairs in advance before submitting the application for visa at the Embassy.
- 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) along with the letter of invitation approved by Kyrgyzstan Ministry of Foreign Affairs.
- **NOTE:** Want to check if you prepared your Kyrgyzstan 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.

EMBASSY OF THE KYRGYZ REPUBLIC

affix the
photo here

2360 Massachusetts Ave, Washington, DC 20008
Tel: (202) 338-5141 / (202) 742 6602; Fax: 202 742 6501
E-mail: Consul@kyrgyzembassy.org

VISA APPLICATION FORM

(Application form must be typed or written in block letters)

Citizenship: United States	Passport number:	Expiration date:	Type: Regular

Last name (in capital letters)	First	Middle name(s)
Date of Birth: day month year	Place of Birth:	Sex: ☐ Male ☐ Female

Name of spouse:	Contact organization or private host in Kyrgyzstan, including address and tel.:
Purpose of trip: ☐ Business ☐ Pleasure	

Specific purpose of visit

Type of visa requested:

☐ Transit ☐ Single Entry ☐ Tourist ☐ Double-entry ☐ 6 Months ☐ 1 Year

Intended duration

From: Until:

Occupation, office address:	Permanent Address:
Tel:	Tel:

Dates of all previous visits to the Kyrgyz Republic:

I declare that the data given in this application are correct and comprehensive.

Signature Date

(For official use only)

Номер:

Дата поступления:
Дата выдачи:

Сроком с:
Сроком до:

Категория:
Дип Служ Обыкн Тур

Вид:
Транз Одн Двукр Многокр

…… мес……год

Примечание:

№