

VISA CENTER ORDER FORM

OTTAWA 130 ALBERT ST
 LEVEL B1 SUITE 7
 OTTAWA, ON K1B 5G4
 MON-FRI: 9-5

TORONTO 1000 FINCH AVE. W.
 SUITE 900
 NORTH YORK, ON M3J 2V5
 MON-FRI: 8AM-6PM

MARKHAM 3601 HWY 7 EAST
 SUITE 1005
 MARKHAM, ON L3R 0M3
 MON-FRI: 9:30-5:30

MONTREAL 600 RUE DE MAISONNEUVE O.
 SUITE 1700
 MONTREAL, QC H3A 3J2
DROP-OFF ONLY

CALGARY 400-5TH AVENUE SW
 SUITE 300
 CALGARY, AB T2P 0L6
DROP-OFF ONLY

VANCOUVER 550 WEST BROADWAY
 SUITE 730
 VANCOUVER, BC V5Z 0E9
 MON-FRI: 9-5

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

THIS BOX IS FOR INTERNAL OFFICE USE ONLY

SERVICE TOTAL

3. OPTIONS FOR RETURNING YOUR DOCUMENTS TO YOU

<input type="checkbox"/> PICK-UP AT OFFICE	<input type="checkbox"/> \$35 OVERNIGHT DELIVERY CANADA, RESIDENTIAL	IMPORTANT! ABSOLUTE LATEST DATE BY WHICH YOU MUST HAVE YOUR PASSPORT(S) BACK
<input type="checkbox"/> \$100 LOCAL SAME-DAY RUSH COURIER (TORONTO, OTTAWA, VANCOUVER)	<input type="checkbox"/> \$60 OVERNIGHT DELIVERY (9 AM) CANADA	
<input type="checkbox"/> \$150 LOCAL CITY SAME-DAY EVENING COURIER (TORONTO ONLY)	<input type="checkbox"/> \$65 SATURDAY DELIVERY CANADA	
<input type="checkbox"/> \$150 AIRPORT TERMINAL DELIVERY (TORONTO, OTTAWA, VANCOUVER)	<input type="checkbox"/> \$350 CANADA SAME DAY DELIVERY	
<input type="checkbox"/> \$30 OVERNIGHT DELIVERY CANADA, NON-RESIDENTIAL	<input type="checkbox"/> \$125 INTERNATIONAL COURIER	

RETURN SHIPPING

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

BUILDING NUMBER: STREET NAME:

CITY/TOWN: PROVINCE: COUNTRY: POSTAL CODE:

COURIER TOTAL

4. PAYMENT

VISA MASTERCARD AMERICAN EXPRESS DISCOVER PAYPAL DEBIT CARD E-MAIL TRANSFER MONEY ORDER / BANK DRAFT

E-TRANSFER AND PAYPAL PAYMENTS MUST BE SENT TO PAYMENTS@VISACENTER.CA

CREDIT CARD NUMBER:

EXPIRY DATE:

BILLING ADDRESS:

CARDHOLDER SIGNATURE AUTHORIZING CARD TO BE CHARGED FOR THIS AMOUNT ->

TOTAL AMOUNT:

ADD ABOVE BOXES FOR GRANO TOTAL FOR CREDIT CARD PAYMENTS, ADD 2.5% 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 PROCESSED TO YOUR CARD INCLUDING 2.5% CONVENIENCE FEE ON THE TOTAL IF PAYMENT IS BY CREDIT CARD. UNSIGNED FORMS WILL NOT BE PROCESSED.

SIGNATURE OF APPLICANT OR ACTING AGENT

DATE

ADD SERVICE TOTAL TO COURIER TOTAL