

# VISA CENTER ORDER FORM

**TORONTO**  
1000 Finch Ave. W.  
Suite 900,  
North York, ON  
M3J 2V5  
MON-FRI 9AM-6PM

**MARKHAM**  
3601 HWY 7 East,  
Suite 1005,  
Markham, ON  
L3R 0M3  
MON-FRI 9:30-5:30

**CALGARY**  
400 5th Avenue SW,  
Suite 300,  
Calgary, AB  
T2P 0L6  
MON-FRI 9 am-5pm

**VANCOUVER**  
550 West Broadway  
Suite 730,  
Vancouver, BC  
V5Z 0E9  
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 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			<b>SERVICE TOTAL</b>
<input type="text"/>			<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	<b>IMPORTANT!</b> 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 (9 AM) 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"/> \$200 AIRPORT DELIVERY (TORONTO, VANCOUVER)	<input type="checkbox"/> \$155 INTERNATIONAL COURIER	
<input type="checkbox"/> \$250 AIRPORT DELIVERY (TORONTO, VANCOUVER)		
<b>RETURN SHIPPING</b>	<input type="text"/>	<b>COURIER TOTAL</b>
<small>RECIPIENT'S NAME (MUST BE OVER 18 OR OLDER)</small>	<input type="text"/>	<input type="text"/>
BUILDING NUMBER	STREET NAME	
CITY/TOWN	PROVINCE	COUNTRY
		POSTAL CODE

## 4. PAYMENT

	E-TRANSFER AND PAYPAL PAYMENTS MUST BE SENT TO <a href="mailto:PAYMENTS@VISACENTER.CA">PAYMENTS@VISACENTER.CA</a>		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<b>TOTAL AMOUNT</b>
CREDIT CARD NUMBER	EXPIRY DATE	CARDHOLDER SIGNATURE AUTHORIZING CARD TO BE CHARGED FOR THIS AMOUNT ->	ADD ABOVE BOXES FOR GRAND TOTAL FOR CREDIT CARD PAYMENTS, ADD 2.5% TO WHOLE AMOUNT
BILLING ADDRESS	<input type="text"/>	<input type="text"/>	<input type="text"/>

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