TRAVEL VISA PRO
Call us for assistance – Toll-free: (866) 378-1722
Fax: (866) 511-7599
www.TravelVisaPro.com

AFGHANISTAN VISA STEP-BY-STEP GUIDE

Thank you for considering **Travel Visa Pro** for your AFGHANISTAN Visa Travel needs. You'll make an excellent choice if you use our services since our agency specializes in expediting Afghanistan visas. Our travel professionals help you avoid delays, save money and time. Forget about excruciating lines at the consulates. *Just follow our FOUR Step instructions*.

We must receive all required documents by our office before expediting your visa to Afghanistan

STEP ONE: Obtain, Complete, and SIGN these documents

- **A Valid Passport:** You have to MAIL us your current valid and signed U.S. passport. Passport should be valid at least SIX (6) months after your 1st departure from Afghanistan. Also, you should make sure you have at least ONE (1) completely blank page for visas in your passport.

  If your passport is about to expire or needs more pages, please contact us and we will help to obtain new, renew or add pages to your passport. Please call us @ 866-378-1722.

- **ONE (1) Passport Style Photographs:** We advice to go to a passport photographer since she/he is familiar with passport style photograph requirements. Photographs must be 2x2 inches in size. If you have a digital photograph, you can email it to info@travelvisapro.com with Your First and Last name in subject line.

- **ONE (1) Visa Questionnaires/Applications** Please COMPLETE and SIGN Your Afghanistan visa application forms. We ask you to fill as much info as possible, but if you are not sure what to write for one question or the other please leave it blank. We will fill it ourselves rather than you fill incorrect information. You can always call **1-866-378-1722** with your questions. Application is enclosed.

- **A Copy of Roundtrip ticket/itinerary** showing the exact dates of entry into and departure from the Peru and containing the name of passenger and flight number. **We can provide one for $15 per person.**

- **Personal Statement Requesting Visa** Please write a personal letter of introduction and address to the Embassy of Afghanistan. It should state the purpose of your trip, dates of the visit and list cities to be visited.

- **Additional Instructions for BUSINESS VISAS only:** Please provide a business letter, which includes:
  - The name and contact details of a reference/visiting firm in Afghanistan.
  - Detailed explanation of the nature of business to be performed as well as duration of stay.
  - Company guarantee of financial responsibility for all travel expenses incurred by you.
  - The letter must be on company letterhead.

- **NON-US Citizens:** Proof of Legal Status in the USA (e.g. copy of "Green Card" or Valid US Visa).

- **Travel & Visa Pro Visa Order Form** Please complete Travel & Visa Pro Visa Order Form (*see table below for processing time and fess*). This form gives us your name, address, exact return shipping address, and payment method. You do not have to fill order form for each applicant. If all visas are to be mailed to the same address, we just need one form and one payment. Form is enclosed.

STEP TWO: Select Return Shipping method:

In order to keep our prices competitive, we ask you to pay for your visa return shipping from consulate to your address. Because we use our FedEx account regularly, we get volume discounts and are willing to share them with you. Please select your preferred return shipping method and add *SHIPPING FEE* to your payment.

IMPORTANT: Fees are given per address and includes shipment of up to THREE passports/visas. If you have FOUR passports or more going to the same address, please **add $15.00:**

- **FREE** – Include Prepaid Self-Addressed Envelope
- **$15.00** -- FedEx Express Saver (4.30PM delivery on 3rd business day)
- **$20.00** -- FedEx Standard Overnight (3.00PM delivery on next business day)
- **$25.00** -- FedEx Priority Overnight (10.30AM delivery on next business day)
- **$39.00** -- FedEx SATURDAY Priority Overnight (12noon delivery on Saturday)
- **$39.00** -- FedEx Standard Overnight to HI, AK, PR (3.00PM delivery on next business day)
- **$39.00+ -** FedEx INTERNATIONAL Priority Overnight(12noon delivery to Canada)

STEP THREE: Make a Payment:

Please add shipping and our visa expediting fees (see table below) together and provide us with payment. We accept the following payment types:

- By Credit Card (Visa, Mastercard, Amex).
- PREFERRED METHOD: By Check/Money Order. Make checks payable to **"TRAVEL VISA PRO"**
- By PayPal: Send payments to info@travelvisapro.com

ALL PROCESSING TIMES ARE GIVEN IN BUSINESS DAYS

(5 BUSINESS DAYS PER WEEK MAX OR FEWER IF THERE ARE ANY HOLIDAYS)

AFGHANISTAN TOURIST and BUSINESS VISAS *You can stay in Afghanistan for as long as specified on the visa*	
Processing type--->	**REGULAR**
Processing time (business days) -->	3-5 DAYS
TOURIST SINGLE- ENTRY maximum stay 30 days, valid for 90days from issue date	**$160+$79=$239**
BUSINESS SINGLE- ENTRY maximum stay 90 days, valid for 6 months from issue date	**$160+$79=$239**

NEW SERVICE **FREE PASSPORT REPLACEMENT COVERAGE FOR $9.99 per person**	This affordable passport replacement program offers **FREE** replacement of your passport if it has been lost, stolen, or damaged **– for total up to $299 in free services**. Upon receipt of your claim, we will secure the fastest speed necessary to process your passport. Please read complete terms and conditions of the program at http://www.travelvisapro.com/index.php?travel,do.index.

In San Francisco:
2021 Fillmore St
San Francisco, CA 94115
Local: (415) 229-3210
info@travelvisapro.com

In Washington DC:
1802 Vernon St NW
Washington, DC 20009
Local: (202) 684 7150
dc@travelvisapro.com

In New York:
167 Madison Ave., Ste 201
New York, NY 10016
Local: (212) 380 7866
ny@travelvisapro.com

In Houston, TX:
3401 Louisiana St, Ste 130
Houston, TX 77002
Local: (713) 936 0773
houston@travelvisapro.com

In Los Angeles:
373 S Doheny Dr, Ste B
Beverly Hills, CA 90211
Local: (310) 878 2590
la@travelvisapro.com

In Seattle:
600 First Ave, Ste 425
Seattle, WA 98104
Local: (206) 855-5185
seattle@travelvisapro.com

STEP FOUR: Mail your application

Please mail all required documents to us. See document checklist below. We recommend you to send your paperwork via traceable, overnight delivery service such as FedEx, DHL, USPS Express or similar courier.

Travel Visa Pro
1802 Vernon St NW,
Washington, DC 20009

IMPORTANT SHIPPIPNG ADVICE:	If you need to order passport assistance (e.g. New Passport, Add Pages, Renewal, etc.) before we can process your visa, please mail your package to our Passport Center in San Francisco (do not mail your documents to DC OFFICE): **Travel Visa Pro, 2021 Fillmore Street, San Francisco, CA 94115 (415)-229-3210**

Emergency/Rush service shipping advice: We encourage you to use FedEx "FIRST AM OVERNIGHT" Service for Emergency/Rush orders, so we could submit your application same day. If you use other Morning delivery and the package comes late, we won't be able to submit your order on the same day.

Required document checklist:

- ✓ Passport (please do not forget to sign)
- ✓ ONE Photograph
- ✓ Travel Visa Pro Order Form
- ✓ ONE Visa Application (please do not forget to sign)
- ✓ Yellow Fever Certificate
- ✓ Travel Itinerary
- ✓ Additional Paperwork for Business Visas ONLY
- ✓ FOR NON-US CITIZENS: Proof of legal status in the USA

TERMS AND CONDITIONS: Travel & Visa Pro acts only as an agent, and only Embassy/consular officials and U.S. Passport Office agents make the final determination when deciding how fast a visa or passport will be issued and for what period of time (validity) visas can be issued. U.S. Passport Services reserve the right to prioritize the processing according to the departure date provided by the applicant. Embassy/consulate officials also have the right to ask for additional documentation in order to issue a passport or visa. Travel & Visa Pro accepts no responsibility for the services of the Passport Agency or Embassy/Consulate in connection with the granting of passports or visas, nor for any delays, loss of passports or other materials occasioned by such services or by any delivery services such as FedEx, UPS, or the US Postal Service. Damage compensation is not available. In the case where a visa or passport application has been canceled or rejected, the service fee will be non refundable. In case mistake is made on our part in dates/names, please notify us within 12 hours after receipt of your visa for necessary corrections to be made. If your trip has been postponed or dates are changed, some consulates permit visa correction for a fee. An administrative fee of $17 will be added to all cancelled orders.

TRAVEL & VISA PRO ORDER FORM

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TRAVELER(S) INFORMATION: REFERRED BY/COUPON CODE: _____.

Date Passport(s) must be back in your possession or date of your next international trip: ____ / _____ / _____
mm dd yyyy

Exact Dates Visa will be valid for: ENTRY _____ / _____ / _____ **EXIT** _____ / _____ / _____
mm dd yyyy mm dd yyyy

Traveler #1 Name:_____ **Traveler #3 Name:**_____
First Last First Last

Traveler #2 Name:_____ **Traveler #4 Name:**_____
First Last First Last

RETURN DOCUMENTS TO THIS ADDRESS:

Contact Name:_____ **Company:** _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____
NO P.O. BOXES

E-mail: _____ **Signature Required for Delivery?** ☐ **YES** ☐ **NO**

Phone: _(_____)_____ **Cell:** _(_____)_____**Fax:** _(_____)_____

Shipping Method :

- ☐ **+ $0** (will include my own postage)
- ☐ **+ $15 FedEx Express Saver**
- ☐ **+ $20 FedEx Standard Overnight**
- ☐ **+ $25 FedEx Priority Overnight**
- ☐ **+ $39 FedEx Standard Overnight to states of HI, AK, or PR**
- ☐ **+ $39 SATURDAY FedEx Overnight**
- ☐ **+ from $39 for International FedEx**

SERVICES REQUESTED: Select the type of service you request by placing check mark in the appropriate box

COUNTRY(visa is for)**:** _____ **Visas Type:** ☐ **TOURIST** ☐ **BUSINESS** ☐ **OTHER** _____

Processing time: (see country specific and available options)**: ENTER NUMBER OF DAYS:**_____

Number of Entries: ☐ **SINGLE** (one entry, one exit) ☐ **DOUBLE** (two entries, two exits) ☐ **MULTIPLE** (unlimited)

Visa Validity (in months): ☐ **ONE** ☐ **THREE** ☐ **SIX** ☐ **TWELVE** ☐ **OTHER** _____

☐ **PLEASE ADD FREE PASSPORT REPLACEMENT COVERAGE FOR $9.99.** By checking this box, I agree to enroll into passport replacement program. I authorize Travel Visa Pro to add $9.99 charge per person to other fees paid. I have read and understood all terms and conditions of the program which are posted at http://www.travelvisapro.com/index.php?travel,do.index.

PAYMENT METHOD FOR APPLICABLE FEES: please enter total HERE: $_____

PAID BY ☐ **Credit Card** ☐ **Money Order** ☐ **PayPal** ☐ **Check #:** _____

I hereby authorize Travel & Visa Pro to charge the cost of its professional visa and passport services to the following card. I agree to pay this amount to my credit card company and agree to terms and conditions. I understand that requirements, fees, and processing times are subject to change without prior notice and all fees are non-refundable. An administrative fee of $17 will be added to cancelled orders.

Name on Card:_____ **Signature:**_____

Credit Card #:_____ **Expiration Date:** _____ / _____ **Security Code:** _____
mm yyyy

Billing Address: ☐ **Same as Shipping** ☐ **Other:** _____

In San Francisco:
2021 Fillmore St
San Francisco, CA 94115
Local: (415) 229-3210
info@travelvisapro.com

In Washington DC:
1802 Vernon St NW
Washington, DC 20009
Local: (202) 684 7150
dc@travelvisapro.com

In New York:
167 Madison Ave., Ste 201
New York, NY 10016
Local: (212) 380 7866
ny@travelvisapro.com

In Houston, TX:
3401 Louisiana St, Ste 130
Houston, TX 77002
Local: (713) 936 0773
houston@travelvisapro.com

In Los Angeles:
373 S Doheny Dr, Ste B
Beverly Hills, CA 90211
Local: (310) 878 2590
la@travelvisapro.com

In Seattle:
600 First Ave, Ste 425
Seattle, WA 98104
Local: (206) 855-5185
seattle@travelvisapro.com

Islamic Republic of Afghanistan
Visa Application Form

Personal Details	
Title:	
Family Name:	
Given Names:	
Father's Full Name:	
Date of Birth (Gregorian): DD / MMM / YYYY	
Country of Birth:	
Marital Status: ☐ Single ☐ Engaged ☐ Married ☐ Separated ☐ Widow / Widower	
Gender: ☐ Female ☐ Male	
Child: (Under 18 Years) ☐ Yes ☐ No	
Country of Residence:	
Nationality:	
Other Nationalities:	
Contact Details	
Current Address:	
Email Address:	
Mobile:	Work Tel:
Home Tel:	Fax:
Employment Details	
Current Occupation:	
Employer's Name:	
Employer's Address:	
Previous Employer's Name:	
Previous Employer's Address:	

Visa Details	
Visa Type:	
Purpose of Journey: ☐ Business ☐ Convention / Conference ☐ Education ☐ Employment ☐ Exhibition ☐ Visiting Friends / Family ☐ Holiday ☐ Other	
Entry Date:	Point of Entry:
Intended Duration of Stay (days):	Number of Children Accompanied:
Places in Afghanistan intended to visit:	
Complete Address in Afghanistan:	
Have you ever visited Afghanistan before? ☐ No ☐ Yes *If yes, please provide details:*	
Have you applied for an Afghanistan Visa before? ☐ No ☐ Yes *If yes, please provide details:*	
Do you have a criminal record? ☐ No ☐ Yes *If yes, please provide details:*	
Passport Details	
Passport Type:	
Passport Number:	
Place of Issue:	
Issue Date:	
Expiry Date:	
I declare that the information provided in this application is true and correct	
Signature: *(please sign within the box)* Date: DD / MMM / YYYY	Passport Photograph: *(Please Attach Within The Square Below).* Note: The photograph must comply with the attached guidelines. *Please Attach Photo Here* ***Guarantor must endorse the photo*** *This is a true photo of:* ---------- *(name of applicant)* ---------- *(signature of guarantor)*

Islamic Republic of Afghanistan
Visa Application Form

OFFICE USE ONLY
Receiving Office:
Application Details:
Date Application Received:
Date of Application:
Visa Type:
Comments:
Observations:
Passport Details
Name:
Passport Number**:**
Issued By**:**
Visa Issued: ☐yes ☐ no
Visa Number:
Visa Serial Number:
Issued by:
Issuing office:
Date:
Collected by / Sent to: ***(note, if collected by someone other than the applicant, written authorisation must be provided by the applicant and retained on file)***