



# TRAVEL VISA PRO ORDER FORM

Call us for assistance – 866-378-1722

Fax – 866-511-7599

[www.TravelVisaPro.com](http://www.TravelVisaPro.com)

[info@TravelVisaPro.com](mailto:info@TravelVisaPro.com)

## US PASSPORT CONCIERGE SERVICE\*

Travel Visa Pro will review your documents and prepare application for you to sign within three hours from receipt of your forms. Requests received outside business hours (5AM PST – 5PM PST Monday-Friday) will be completed the following business morning.

To engage in this service, please:

Step: #1 – Complete the following pages to sign up

Step: #2 – Make a copy of your passport vital pages (signature and photo page)

Step: #3 – Email to [concierge@travelvisapro.com](mailto:concierge@travelvisapro.com) or fax to **1-866-511-7599** the following pages:

- a) Copy of this payment (see below)
- b) Copy of your most recent passport (if available)
- c) Copy of handwritten application

\* - If you do not wish to sign up for \$35 concierge service, please do application yourself on **government website**: <https://pptform.state.gov/>

### PLEASE RETURN THE COMPLETED FORM FOR ME TO SIGN VIA:

EMAIL: \_\_\_\_\_

FAX: \_\_\_\_\_

### PAYMENT METHOD FOR APPLICABLE FEES:

**\$35.00 per application** \* \_\_\_\_\_ (# of applications) = \_\_\_\_\_ (grand total)

\_\_\_\_\_ Please add \$25 for FedEx Priority Overnight shipping label from me to Travel Visa Pro. Will be emailed to you.

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.

Name on Card: \_\_\_\_\_ Signature: \_\_\_\_\_

Credit Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ / \_\_\_\_\_ Security Code: \_\_\_\_\_  
mm yyyy

Billing Address: \_\_\_\_\_

Please bill the remainder of the charges to my card on file.

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

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

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

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

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

**In Seattle:**  
600 First Ave, Ste 425  
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Local: (206) 855-5185  
[seattle@travelvisapro.com](mailto:seattle@travelvisapro.com)



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**Add Pages to US Passport Concierge Service**

**(please complete all fields)**

Request for:  **24 additional pages**     **48 additional pages**

1. Personal Information

Surname: \_\_\_\_\_

First and middle names (as printed in passport): \_\_\_\_\_

Place of birth (city, state, country): \_\_\_\_\_

Sex:     Male     Female                      Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Social Security Number: \_\_\_\_\_

Mailing Address:

\_\_\_\_\_

Home Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Permanent Address (if different from mailing address):

\_\_\_\_\_

List all other names you have used (i.e., maiden names):

\_\_\_\_\_

Employer or School: \_\_\_\_\_

Occupation: \_\_\_\_\_

2. Emergency Contact

Name of Emergency Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Relationship: \_\_\_\_\_

3. Travel Plans

Date of next international trip: \_\_\_\_/\_\_\_\_/\_\_\_\_

Duration of trip: \_\_\_\_\_

Countries to be visited: \_\_\_\_\_

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