



TRAVEL VISA PRO ORDER FORM

Call us for assistance – 866-378-1722

Fax – 866-511-7599

www.TravelVisaPro.com

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 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

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:
1055 W. 7th St., Suite 3338
Los Angeles, CA 90017
Local: (310) 878 2590
la@travelvisapro.com

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



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New, Lost/stolen, or Passport for Child - Passport Concierge Service
(please complete all fields)

Request for: **US Passport Book** **US Passport Book and US Passport Card**
Book Specifications: **28 page book (standard)** **OR**
 52 page book (non-standard)

1. Personal Information

Surname: _____

First and middle names: _____

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):

Reason for name change: _____

Place and Date of name change: _____

Height: _____ Hair Color: _____ Eye Color: _____

Employer or School: _____

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2. Emergency Contact and Family Information

Name of Emergency Contact: _____

Address: _____

Phone Number: _____

Relationship: _____

Name of Father: _____

Father's date of birth: ____/____/____

Father's place of birth: _____ Citizenship: _____

Name of Mother: _____

Mother's date of birth: ____/____/____

Mother's place of birth: _____ Citizenship: _____

Have you ever been married? Yes No

[if marked yes, you must complete the information below for current or most recent spouse]

Name of Spouse: _____

Spouse's date of birth: ____/____/____

Spouse's place of birth: _____ Citizenship: _____

3. Travel Plans

Date of next international trip: ____/____/____

Duration of trip: _____

Countries to be visited: _____

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