

**A Washington Travel & Passport Visa Services
13800 Coppermine Rd, First Floor
Herndon VA 20171**

Phone number 1-866-729-3434

**Visa & Passport Service Transmittal Form
(Please Print All Information)**

Applicant / Passport Holder

Passport Number

_____	_____
_____	_____
_____	_____

Destination Country(s)

Type of Visa

_____	_____
_____	_____
_____	_____

Return Passport to:

Name & Phone Number

Delivery Instructions: We pay via Fed-X (\$25.00_ charge
Clients pays Fed-X/UPS/AB/DHL/USPS (Exp./Priority/1st class)
Your Account # _____

Special Instructions:

Payment (please circle): Charge: / Money Order / Account

Charge Number: _____ Exp. _____

Type of card: VISA / MC / AE / Diners club

Signature of Applicant or Agent

Date Sent: _____

Departure Date: _____

Passport Photos: included copy

1 set = 2 photos

Application: Yes No Travel Itinerary: Yes No

Sponsor letter: Yes No

**PLEASE MAKE SURE THAT ALONG WITH YOUR VISA SERVICE YOU INCLUDE
THE EMBASSY FEE(S) FOR YOUR DESTINATION(S)**

ALL APPLICATIONS MUST INCLUDE ORIGINAL SIGNATURES AND PHOTOS.

AGENCY LIABILITY NOTICE: By submitting this signed form the applicant appoints A

Washington Travel & Passport Visa Services to

act solely as agent in the processing of their visa

**And passport application(s). As agent A Washington Travel & Passport Visa Services cannot be
held liable for any loss, damage, or delay which may occur**