

**American Visa Service**



**American Visa Service, Inc.**

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website: www.avschicago.com

NOTE: This form is NOT an application for a visa nor a passport; it is only an order form for AVS. Please print clearly.

**Service Requested** \_\_\_\_\_ **Return by this date** \_\_\_\_\_  
(for example: Chinese visa or Passport renewal, etc.) Rush fees will be applied if needed to meet this day

**Traveler Name** \_\_\_\_\_ **Date of Birth** \_\_\_\_/\_\_\_\_/\_\_\_\_  
(Main contact if more than one traveler) Month Day Year

**Passport Number** \_\_\_\_\_ **Date Passport Expires** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Contact Phone Number** \_\_\_\_\_ **Email** \_\_\_\_\_

**State Traveler(s) resides in** \_\_\_\_\_ **Departure from the US on** \_\_\_\_/\_\_\_\_/\_\_\_\_

For additional Travelers with identical service request, departure, contact, residence, payment and shipping info, list below. Otherwise use a separate form for each Traveler.

**Traveler #2 Name** \_\_\_\_\_ **Passport Number** \_\_\_\_\_

**Traveler #3 Name** \_\_\_\_\_ **Passport Number** \_\_\_\_\_

**Traveler #4 Name** \_\_\_\_\_ **Passport Number** \_\_\_\_\_

**Payment Information.**

**I have placed on online order** (no need to complete the rest of this form)

**I authorize American Visa Service to charge all fees to the card below**

**I have enclosed a check for \$\_\_\_\_\_ made to "American Visa Service"**

**Credit Card number** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ **Expires** \_\_\_\_/\_\_\_\_ **CVV#** \_\_\_\_\_  
(American Express, Visa or Mastercard) Month Year (security code)

**Billing Address - this is the address where the credit card bills are mailed; not the address on the back of the card**

**Street** \_\_\_\_\_ **City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Signature of Card-holder** \_\_\_\_\_ **Date** \_\_\_\_\_

**Shipping Information:** Someone should be available to inspect/sign for package. AVS is not responsible for shipments left without signature.

Ship to Billing Address listed above

Ship to below address (cannot ship to PO Boxes)

**Company/Name** \_\_\_\_\_

**Street Address** \_\_\_\_\_ **Apt/Mail code** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip Code** \_\_\_\_\_

**Disclaimer:** American Visa Service, Inc. assumes no responsibility for the loss, damage or delay of passports caused by an Embassy, Consulate, government office, postal or courier service, delivery service or travel agency. Requirements and fees relating to this request are subject to change without notice; see www.avschicago.com for fee and requirement details.