

American Visa Service



53 West Jackson
Suite 1228

Chicago, IL 60604
312-922-8860

www.avschicago.com

This is NOT an application; it is only a cover letter for American Visa Service

Service Requested _____ Return by this date _____ *
(for example, Brazil Visa or Renew Passport) *Rush fees will be applied to meet this date if necessary

Company Name _____ Daytime Phone # _____

Last Name of traveler _____ First Name _____

Passport # _____ Passport Expires ___/___/___ Date of Birth ___/___/___

My departure from the US is scheduled for this date _____

- PAYMENT: I have placed an online order (in which case, DO NOT fill out Credit Card info below)
 I hereby authorize American Visa Service to charge all fees to the Credit Card below
 Check or Money Order made to "American Visa Service" for \$ _____ enclosed

Credit Card # _____ - _____ - _____ Exp _____ / _____ CVV# _____
(We accept Visa, MasterCard and American Express) (3 digit code on back of card)

Billing address for Card _____
(The street address to which the billing for this card is sent; NOT the address on back of card)

City _____ State _____ Zip Code _____

Signature of card-holder _____ Date _____

- SHIPPING (Someone should be available to sign for/inspect package; AVS is not responsible for packages left without signature):
 Same as billing address above
 Ship to (cannot deliver to P.O. Boxes):

Company/Name _____

Address _____ Apt #/Mail code _____

City _____ State _____ Zip Code _____

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 website for fee and requirement details.