

VIP PASSPORT SERVICES, INC.

2012 Louisiana Street
Houston, Texas 77002

713-659-8472 1-800-856-8472 Fax 713-659-3767

Website: www.vippassports.com Email: vipinfo@vippassports.com



WORK ORDER REQUEST FORM

TRAVELER INFO

TRAVELER NAME

TRAVELER DATE OF BIRTH

DATE OF U.S. DEPARTURE

DATE PASSPORT IS NEEDED

VIP FILE LOCATOR NUMBER

DON'T FORGET
TO FAX OR EMAIL
YOUR DOCUMENTS TO
OUR OFFICE FOR OUR
COMPLIMENTARY
PASSPORT/VISA
PRE-CHECK!

BILLING INFORMATION (CHECK BOX IF SAME AS SHIPPING)

CONTACT & COMPANY NAME

ADDRESS (STREET, CITY, STATE, ZIP)

PHONE NUMBER

CELL NUMBER

FAX NUMBER

EMAIL

P.O. OR BILLING REF#:

RETURN SHIPPING INFORMATION (CHECK BOX TO WAIVE SIGNATURE)

CONTACT & COMPANY NAME

ADDRESS (STREET, CITY, STATE, ZIP)

PHONE NUMBER

CELL NUMBER

FAX NUMBER

EMAIL

METHOD OF PAYMENT

CREDIT CARD

CARD NUMBER

EXP. DATE

CVV CODE

SIGNATURE OF CARD HOLDER

AUTH. AMOUNT \$_____

MONEY ORDER

CASHIER'S CHECK

COMPANY CHECK

SPECIAL INSTRUCTIONS: _____

SPECIALIZING IN VISAS, PASSPORTS, DOCUMENT TRANSLATIONS & LEGALIZATIONS

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BOLIVIA TOURIST VISA

U.S. PASSPORT HOLDER

DOCUMENTS REQUIRED

PLEASE FORWARD THIS SHEET AND ALL THE REQUIREMENTS TO THE ADDRESS LISTED ABOVE

VALID PASSPORT:	1	APPLICATION (S):	1
PASSPORT TYPE PHOTO:	1	TRAVEL ITINERARY:	1-COPY
HOTEL CONFIRMATION:	1-SEE NEXT PAGE	BANK STATEMENT:	1-COPY
INVITATION LETTER:	1-SEE NEXT PAGE	INT'L HEALTH CERTIFICATE:	1-COPY

OTHER: SEE NEXT PAGES FOR MORE DETAILED INSTRUCTIONS.

PROCESSING FEES

(PER APPLICANT)

VIP SERVICE FEE: (REGULAR PROCESS)	<u>\$95.00</u>
CONSULATE FEE: (SEE NEXT PAGE)	<u>\$160.00</u>
MONEY ORDER:	<u>\$6.00</u>
<input type="checkbox"/> SPECIAL HANDLING FEE: (LESS THAN 4 DAY PROCESS)	<u> </u>
OTHER FEES: _____	<u> </u>
RETURN SHIPPING FEE:	<u> </u>
TOTAL: (NO PERSONAL CHECKS PLEASE)	<u> </u>

RETURN SHIPPING FEES (SELECT ONE)	
<input type="checkbox"/> PRIORITY OVERNIGHT	\$35.00
<input type="checkbox"/> 2-DAY LETTER	\$27.50
<input type="checkbox"/> 3-DAY LETTER	\$22.50
<input type="checkbox"/> SATURDAY LETTER	\$49.00
<input type="checkbox"/> 1 ST OVERNIGHT LETTER	\$85.00

REGULAR PROCESS TIME:	4 TO 7 DAYS
PLEASE MARK THE APPROPRIATE BOX IF YOU NEED VIP TO REQUEST TO HAVE THE VISA ISSUED IN LESS THAN 4 DAYS FROM THE DAY THAT WE SUBMIT YOUR APPLICATION (\$50.00 SPECIAL HANDLING).	

COMMENTS: _____

REVISED: 9-20-2018(JENN)

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BOLIVIA TOURIST VISA

PLEASE SUBMIT THE FOLLOWING REQUIREMENTS:

- 1.) **U.S. PASSPORT, SIGNED**
 - MUST HAVE AT LEAST 1 BLANK VISA PAGE
 - MUST HAVE AT LEAST 6 MONTHS REMAINING VALIDITY
- 2.) **ONE (1) CURRENT PASSPORT-TYPE PHOTOGRAPH**
 - MUST WHITE BACKGROUND (2x2)
 - MUST BE LESS THAN 6 MONTHS OLD
- 3.) **[CLICK HERE](#) TO COMPLETE THE ONLINE APPLICATION**
- 4.) **COPY OF MOST RECENT BANK STATEMENT**
- 5.) **COPY OF APPLICANT'S STATE-ISSUED DRIVER'S LICENSE**
- 6.) **COPY OF TRAVEL ITINERARY**
- 7.) **COPY OF INVITATION** *(IF VISITING FRIENDS AND/OR FAMILY)*
 - MUST INDICATE ADDRESS OF BOLIVIAN CONTACT
- 8.) **HOTEL CONFIRMATION** *(IF NOT VISITING/STAYING WITH FRIEND/FAMILY)*
- 9.) **INTERNATIONAL HEALTH CERTIFICATE** *IF YOU ARE PLANNING TO VISIT ONE OF THE TROPICAL AREAS IN BOLIVIA YOU WILL BE REQUIRED TO SUBMIT A COPY OF THE INTERNATIONAL HEALTH CERTIFICATE SHOWING INOCULATIONS FOR YELLOW FEVER ALONG WITH THE APPLICATION (PLEASE [CLICK HERE](#) TO DETERMINE IF YOUR DESTINATION WILL REQUIRE THAT YOU SUBMIT A COPY OF THE INTERNATIONAL HEALTH CERTIFICATE)*
- 10.) **CONSULATE FEE: \$160.00**

VALIDITY: TOURIST VISAS ARE USUALLY VALID FOR MULTIPLE ENTRIES FOR UP TO FIVE YEARS. VISAS TYPICALLY ALLOW A STAY OF UP TO 30 DAYS (UP TO 90 DAYS PER YEAR). THE VALIDITY OF THE VISA IS ISSUED AT THE SOLE DISCRETION OF THE VISA OFFICER.

REVISED 9-20-2018 JENN

Specializing in Visas, Passports, Document Legalization and Translations