



VIP SERVICES

2012 Louisiana Street
Houston, Texas 77002
713-659-8472 1-800-856-8472 Fax 713-659-3767
Website: www.vippassports.com Email: info@vippassports.com

WORK ORDER REQUEST FORM

(RETURN THIS FORM WITH EACH REQUEST)

BILLING INFORMATION:

CONTACT: _____
COMPANY: _____
ADDRESS: _____

PHONE: _____
FAX: _____
EMAIL: _____

RETURN DOCUMENTS TO:

CONTACT: _____
COMPANY: _____
ADDRESS: _____

PHONE: _____
FAX: _____
EMAIL: _____

BILLING INSTRUCTIONS:

AMOUNT ENCLOSED FOR DEPOSIT: _____

YOUR COMPANY P.O. OR REF#: _____

AUTHORIZED AMOUNT TO CHARGE MY
CREDIT CARD: US\$ _____

CREDIT CARD INFORMATION:

TYPE OF CARD: _____
CARD #: _____
EXPIRATION DATE: _____

SIGNATURE OF CARD HOLDER
REQUIRED: _____

VISA PROCESSING LIST COUNTRIES

AND
AND

CONSULATE FEES: CONSULATE FEES:

_____	-	\$ _____
_____	-	\$ _____
_____	-	\$ _____
_____	-	\$ _____
_____	-	\$ _____

TRAVELERS NAME: _____

DATE OF USA DEPARTURE: _____

DATE YOU NEED PASSPORT: _____

SPECIAL INSTRUCTIONS: _____



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BURKINA FASO

PLEASE SUBMIT THE FOLLOWING REQUIREMENTS

TOURIST VISA:

- 1.) U.S. PASSPORT (MINIMUM OF 1-YEAR REMAINING VALIDITY)
- 2.) (2) TWO PASSPORT-TYPE PHOTOGRAPHS (2x2)
- 3.) (2) TWO COMPLETED APPLICATIONS
(APPLICATIONS CAN BE COPIED)
- 4.) A COPY OF YOUR TRAVEL ITINERARY
- 5.) YOUR INTERNATIONAL HEALTH CERTIFICATE
SHOWING A CURRENT YELLOW FEVER IMMUNIZATION
- 6.) CONSULATE FEE:
 \$100.00 - MULTIPLE ENTRY (4-7 DAY PROCESS)
 \$150.00 - MULTIPLE ENTRY (2-3 DAY PROCESS)

BUSINESS VISA:

- 1.) U.S. PASSPORT (MINIMUM OF 1-YEAR REMAINING VALIDITY)
- 2.) (2) TWO PASSPORT-TYPE PHOTOGRAPHS (2x2)
- 3.) (2) TWO COMPLETED APPLICATIONS
(APPLICATIONS CAN BE COPIED)
- 4.) A COMPANY LETTER OF GUARANTEE
- 5.) YOUR INTERNATIONAL HEALTH CERTIFICATE
SHOWING A CURRENT YELLOW FEVER IMMUNIZATION
- 6.) CONSULATE FEE:
 \$100.00 - MULTIPLE ENTRY (4-7 DAY PROCESS)
 \$150.00 - MULTIPLE ENTRY (2-3 DAY PROCESS)

VALIDITY: THE CONSULATE CAN ISSUE THE VISA VALID FROM 90 DAY TO A 5 YEAR MULTIPLE ENTRY. THE VALIDITY IS DETERMINED BY THE VISA OFFICER ON AN INDIVIDUAL CASE BY CASE BASIS.

REVISED: 04-22-2007

