

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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PHILIPPINES TOURIST VISA NON-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-NOTARIZED
PASSPORT TYPE PHOTO (S):	1	TRAVEL ITINERARY:	1-COPY
BANK STATEMENT:	1 COPY	HOTEL CONFIRMATION:	1-COPY

ALL NON - US PASSPORT HOLDERS MUST ALSO SUBMIT VALID PROOF OF U.S. STATUS - U.S. VISA OR PERMANENT RESIDENT CARD.

FOR ALL U.S. VISA HOLDERS, PLEASE BE SURE TO ALSO SEND A COPY OF YOUR MOST RECENT I-94 (VISIT [HTTPS://I94.CBP.DHS.GOV](https://i94.cbp.dhs.gov)).

OTHER: SEE NEXT PAGES FOR MORE DETAILED INSTRUCTIONS.

PROCESSING FEES (PER APPLICANT)

VIP SERVICE FEE: (REGULAR PROCESS)	\$95.00
CONSULATE FEE: (SEE NEXT PAGE)	_____
MONEY ORDER:	\$6.00
<input type="checkbox"/> SPECIAL HANDLING FEE: (LESS THAN 5 DAY PROCESS)	_____
OTHER FEES: _____	_____
ADD RETURN SHIPPING FEE:	_____
TOTAL: (NO PERSONAL CHECKS PLEASE)	_____

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:	5 TO 7 DAYS
FOR SOME NATIONALITIES, THE PROCESS TIME CAN TAKE UP TO 16 BUSINESS DAYS. PLEASE MARK THE APPROPRIATE BOX IF YOU NEED VIP TO REQUEST TO HAVE THE VISA ISSUED IN LESS THAN 5 DAYS FROM THE DAY THAT WE SUBMIT YOUR APPLICATION (\$50.00 SPECIAL HANDLING).	

COMMENTS: SOME NATIONALITIES REQUIRE PRIOR APPROVAL FROM THE PHILIPPINES GOVERNMENT BEFORE ISSUING THE VISA. THE OFFICER DOES RECOMMEND THAT THE APPLICANT SHOULD NOT BUY NON-REFUNDABLE OR NON-CHANGEABLE TICKETS UNTIL THE VISA HAS BEEN ISSUED AND THE PASSPORT IS BACK IN-HAND.

REVISED 1-10-2019 JENN

Specializing in Visas, Passports, Document Legalization and Translations



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PHILIPPINES TOURIST VISA

NON-U.S. PASSPORT

PLEASE SUBMIT THE FOLLOWING REQUIREMENTS

- 1.) PASSPORT (MINIMUM OF 6 MONTH VALIDITY)
- 2.) ONE (1) PASSPORT - TYPE PHOTOGRAPH (2x2)
- 3.) ONE (1) COMPLETED APPLICATION (NOTARIZED)
 - APPLICANTS HOLDING A CHINA (PRC) PASSPORT, PLEASE [CLICK HERE](#) FOR APPLICATION FORM, ALL OTHERS PLEASE SEE PAGE 7
- 4.) COPY OF TRAVEL ITINERARY
- 5.) COPY OF MOST RECENT BANK STATEMENT
- 6.) PROOF OF VALID U.S. STATUS: (PLEASE SUBMIT ONE OF THE FOLLOWING)
 - NOTARIZED COPY OF PERMANENT RESIDENT CARD
 - ORIGINAL U.S. VISA AND PRINTED I-94 (VISIT <https://i94.cbp.dhs.gov/>)
- 7.) CONSULATE FEE:

CONSULATE FEES FOR COUNTRIES <u>WITH</u> VISA AGREEMENT		
NUMBER OF ENTRIES	VALIDITY	FEE
SINGLE	3 MONTHS	\$30.00
	6 MONTHS	\$60.00
MULTIPLE	1 YEAR*	\$90.00
	CONSULATE FEES FOR COUNTRIES <u>WITHOUT</u> VISA AGREEMENT	
SINGLE	3 MONTHS	\$40.00
MULTIPLE	6 MONTHS	\$80.00
	1 YEAR*	\$120.00

***SPECIAL NOTE:** FOR ALL FIRST-TIME APPLICANTS, ONLY A SINGLE-ENTRY VISA WILL BE ISSUED. HAVING A PREVIOUS VISA DOES NOT GUARANTEE A MULTIPLE ENTRY VISA, BUT WITHOUT ONE, ONLY A SINGLE- ENTRY VISA CAN BE OBTAINED.

REVISED 1-10-2019 JENN

Waiver of Exclusion Ground (WEG) for Certain Minors

As a rule, minors, who are under 15 years of age and unaccompanied by or not traveling with a parent to the Philippines, are generally excluded from entering the Philippine ports of entry. To avoid exclusion before arrival at Philippine ports, the minor's parent/s or guardian needs to submit an Affidavit of Request, Consent and Guarantee for the Issuance of Waiver of Exclusion Ground, duly-authenticated/acknowledged by the Embassy/Consulate General, to the Bureau of Immigration authorities at the port of entry and pay the waiver fee of P3,120.00 for each unaccompanied minor.

To have the Affidavit of Request, Consent and Guarantee duly-authenticated/acknowledged by the Embassy/Consulate General, please refer to the procedures and requirements for private documents under the Authentication/Acknowledgment link. In addition to the requirements enumerated, please include a copy of the Report of Birth of child, if born abroad, or a copy of the NSO Birth Certificate, if born in the Philippines, or a copy of the Birth Certificate issued by the Department of Health or the Office of Vital Statistics, if born in the U.S. (originals to be presented), as well as a photocopy of the data page of the passport of the child.

For US citizens and foreigners of countries with 30-day visa free privileges who intend to stay longer than 30 days, please see requirements for 9(A) Temporary Visitor's Visa. Except for #6, all visa requirements apply. Proof of financial capacity will be the burden of the parent/s or guardian and not the child.

NO-VISA ENTRY FOR 30-DAYS STAY

Countries whose nationals may enter the Philippines without a visa for a stay not exceeding thirty (30) days under E.O. 408, provided these foreign nationals are holders of a passport valid at least six (6) months, beyond the period of stay in the Philippines and return or outward bound tickets to country of origin or next country of destination.

- | | | | |
|--------------------------------|----------------------|---------------------------------|---|
| 1. Andorra | 47. Fiji | 98. Myanmar | 142. Tunisia |
| 2. Angola | 48. Finland | 99. Namibia | 143. Turkey |
| 3. Antigua and Barbuda | 49. France | 100. Nepal | 144. Turkmenistan |
| 4. Argentina | 50. Gabon | 101. Netherlands | 145. Tuvalu |
| 5. Australia | 51. Gambia | 102. New Zealand | 146. Uganda |
| 6. Austria | 52. Germany | 103. Nicaragua | 147. United Arab Emirates |
| 7. Bahamas | 53. Ghana | 104. Niger | 148. United Kingdom of Great Kingdom and Northern Ireland |
| 8. Bahrain | 54. Greece | 105. Norway | 149. United States of America |
| 9. Barbados | 55. Grenada | 106. Oman | 150. Uruguay |
| 10. Belgium | 56. Guatemala | 107. Palau | 151. Uzbekistan |
| 11. Belize | 57. Guinea | 108. Panama | 152. Vanuatu |
| 12. Benin | 58. Guinea-Bissau | 109. Papua New Guinea | 153. Vatican |
| 13. Bhutan | 59. Guyana | 110. Paraguay | 154. Venezuela |
| 14. Bolivia | 60. Haiti | 111. Peru | 155. Vietnam |
| 15. Botswana | 61. Honduras | 112. Poland | 156. Zambia |
| 16. Brazil* | 62. Hungary | 113. Portugal | 157. Zimbabwe |
| 17. Brunei | 63. Iceland | 114. Qatar | |
| 18. Bulgaria | 64. Indonesia | 115. Romania | |
| 19. Burkina Faso | 65. Ireland | 116. Russia | |
| 20. Burundi | 66. Israel* | 117. Rwanda | |
| 21. Cambodia | 67. Italy | 118. St. Kitts and Nevis | |
| 22. Cameroon | 68. Jamaica | 119. Saint Lucia | |
| 23. Canada | 69. Japan | 120. St. Vincent and Grenadines | |
| 24. Cape Verde | 70. Kazakhstan | 121. Samoa | |
| 25. Central African Republic | 71. Kenya | 122. San Marino | |
| 26. Chad | 72. Kiribati | 123. Sao Tome and Principe | |
| 27. Chile | 73. Korea (ROK) | 124. Saudi Arabia | |
| 28. Colombia | 74. Kyrgyzstan | 125. Senegal | |
| 29. Comoros | 75. Kuwait | 126. Seychelles | |
| 30. Congo | 76. Laos | 127. Singapore | |
| 31. Congo, Democratic Republic | 77. Latvia | 128. Slovak Republic | |
| 32. Costa Rica | 78. Lesotho | 129. Slovenia | |
| 33. Cote d' Ivoire | 79. Liberia | 130. Solomon Islands | |
| 34. Croatia | 80. Liechtenstein | 131. South Africa | |
| 35. Cyprus | 81. Lithuania | 132. Spain | |
| 36. Czech Republic | 82. Luxembourg | 133. Suriname | |
| 37. Denmark | 83. Madagascar | 134. Swaziland | |
| 38. Djibouti | 84. Malawi | 135. Sweden | |
| 39. Dominica | 85. Malaysia | 136. Switzerland | |
| 40. Dominican Republic | 86. Maldives | 137. Tajikistan | |
| 41. Ecuador | 87. Mali | 138. Tanzania | |
| 42. El Salvador | 88. Malta | 139. Thailand | |
| 43. Equatorial Guinea | 89. Marshall Islands | 140. Togo | |
| 44. Eritrea | 90. Mauritania | 141. Trinidad and Tobago | |
| 45. Estonia | 91. Mauritius | | |
| 46. Ethiopia | 92. Mexico | | |
| | 93. Micronesia | | |
| | 94. Monaco | | |
| | 95. Mongolia | | |
| | 96. Morocco | | |
| | 97. Mozambique | | |

*The following are allowed to enter the Philippines without a visa for a stay not exceeding fifty-nine (59) days:

1. Holders of Brazil passports; and
2. Holders of Israel passports

The following are allowed to enter the Philippines without a visa for a stay not exceeding seven (7) days:

1. Holders of Hong Kong Special Administrative (SAR) passports
2. Holders of British National Overseas (BNO) passports
3. Holders of Portuguese Passports issued in Macao
4. Holders of Macao Special Administrative Region (SAR) passports



FA Form 2-A _____

FOREIGN SERVICE OF THE PHILIPPINES (Field for Embassy/Consulate General Address and contact nos.)	Photo 2" x 2"
APPLICATION FOR NON-IMMIGRANT VISA TO THE PHILIPPINES _____ 20____ CLASSIFICATION _____ No. _____	

Surname / Family Name / Last Name	Citizenship
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First Name / Given Name	Middle Name (mother's maiden surname / if married, maiden surname)
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Civil Status <input type="radio"/> Single <input type="radio"/> Married <input type="radio"/> Widowed <input type="radio"/> Divorced <input type="radio"/> Separated	Occupation	Employer
Address of Employer		

Date of Birth(mm/dd/yy)	Place of Birth	Sex <input type="radio"/> Male <input type="radio"/> Female
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Current Address in the US (Apartment No., Street, City)	State	Phone Number
Zip Code		

Name of Spouse	Address of Spouse	Reference in the Philippines, if any. Name, Address
Purpose of Visit <input type="radio"/> Business <input type="radio"/> Pleasure	Next Port of Destination	

Financial means of support and proof	Length and Dates of intended stay
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Passport Country	Issued By	Expiry Date (mm/dd/yy)
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Passport Number	Issued on (mm/dd/yy)
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The following people are accompanying me to the Philippines	Have you ever been convicted of a crime? If yes please provide details
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SUBSCRIBED AND SWORN to before me this ____ day of _____	I solemnly swear that the foregoing statements are true to the best of my knowledge and belief.
OFFICER AUTHORIZED TO ADMINISTER OATH	SIGNATURE OF APPLICANT
FOR OFFICIAL USE ONLY	

Passport Visa No. _____ Granted _____ as non-immigrant under section 9() _____ of the Philippine Immigration Act of 1940, as amended, Multiple entry until _____ Visa Includes: _____

CONSUL OF THE REPUBLIC OF THE PHILIPPINES

PRINT NAME AND SIGNATURE	DATE RELEASED:
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