



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: info@vippassports.com

WORK ORDER REQUEST FORM ELECTRONIC RETURNS

(RETURN THIS FORM WITH EACH REQUEST)

BILLING INFORMATION:

CONTACT: _____

COMPANY: _____

ADDRESS: _____

CITY/ST: _____

PHONE: _____

CELL: _____

FAX: _____

EMAIL: _____

PLEASE LIST THE EMAIL ADDRESS THE COMPLETED DOCUMENT IS TO BE SENT, IF

DIFFERENT FROM ABOVE: _____

CREDIT CARD INFORMATION:

BILLING INSTRUCTIONS:

CARD#: _____

YOUR P.O. OR REF#: _____

EXP. DATE: _____ CVV#: _____

**SIGNATURE OF CARD HOLDER
REQUIRED:** _____

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

TRAVELERS NAME: _____

DATE OF USA DEPARTURE: _____

DATE OF BIRTH: _____

DATE YOU NEED PASSPORT: _____

SPECIAL INSTRUCTIONS: _____

HOW DID YOU HEAR ABOUT VIP?

REPEAT CUSTOMER__ INTERNET__ REFERRED__ BY _____ WALK-IN__



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TURKEY E-VISA INSTRUCTIONS *NON-U.S. PASSPORT HOLDER*

DOCUMENTS REQUIRED:

COPY OF VALID PASSPORT:	<u>1</u>	REQUEST FORM:	<u>1-COPY</u>
PASSPORT TYPE PHOTO (S):	<u>N/A</u>	TRAVEL ITINERARY:	<u>N/A</u>
INT'L HEALTH CERTIFICATE:	<u>N/A</u>	COMPANY LETTER:	<u>N/A</u>
COPY OF INVITATION:	<u>N/A</u>	DRIVERS LICENSE:	<u>N/A</u>

OTHER: PLEASE SEE NEXT PAGE FOR MORE DETAILED INSTRUCTIONS.

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

FEES PER PERSON:

VIP SERVICE FEE: (REGULAR PROCESS)	<u>\$75.00</u>
CONSULATE FEE: (SEE NEXT PAGE)	<u>\$20.70</u>
MONEY ORDER:	<u>N/A</u>
OTHER FEES: _____	<u> </u>
*ADD RETURN FEDERAL EXPRESS FEE:	<u>N/A</u>
TOTAL: (NO PERSONAL CHECKS PLEASE)	<u> </u>

***RETURN OF E-VISA:**

THE E-VISA WILL BE EMAILED BACK TO THE REQUESTER, SO PLEASE BE SURE THAT THE EMAIL ADDRESS LISTED ON THE WORK ORDER IS CORRECT.

****VISA PROCESSING TIME**

REGULAR PROCESSING TIME: 1 TO 2 DAYS

COMMENTS: _____

REVISED: 10-5-2015 (JENN)



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TURKEY E-VISA **NON-U.S. PASSPORT HOLDER**

MANY APPLICANTS ARE ELIGIBLE TO APPLY FOR AN E-VISA. PLEASE SEE CHART ON NEXT PAGE FOR CONFIRMATION OF ELIGIBILITY. IF YOU QUALIFY TO OBTAIN AN E-VISA PRIOR TO ARRIVAL, PLEASE EMAIL OR FAX THE REQUIRED DOCUMENTS BELOW TO OUR OFFICE. ONCE PROCESSED AND COMPLETED, WE WILL SEND A CONFIRMATION EMAIL CONTAINING THE ELECTRONIC VISA TO THE EMAIL LISTED ON THE WORK ORDER.

E-VISA VISA:

- 1.) **COPY OF VALID PASSPORT** (MINIMUM OF 6 MONTHS VALIDITY)
- 2.) **ONE (1) COMPLETED APPLICATION**
- 4.) **COPY OF TRAVEL ITINERARY**
- 5.) **CONSULATE FEES: \$20.70 – SINGLE/MULTIPLE ENTRY**
(CONSULATE FEE MAY VARY DEPENDING ON NATIONALITY)

VALIDITY: MULTIPLE ENTRY VISAS ARE VALID FOR UP TO SIX (6) MONTHS FROM DATE OF ISSUE AND WITH STAYS UP TO THREE (3) MONTHS ON EACH VISIT. IF YOU WILL BE NEEDING A VISA VALID FOR MORE THAN SIX (6) MONTHS AND/OR WITH MULTIPLE ENTRIES, PLEASE CONTACT OUR OFFICE FOR THE APPROPRIATE INSTRUCTIONS.

SPECIAL NOTES:

- E-VISA REQUESTS ARE TO BE MADE WITHIN THREE (3) MONTHS OF APPLICANT'S DEPARTURE. REQUESTS CANNOT BE MADE MORE THAN THREE MONTHS
- IF YOU DO NOT QUALIFY FOR AN E-VISA, PLEASE CONTACT OUR OFFICE FOR ADDITIONAL INSTRUCTION AND GUIDANCE ON APPLYING FOR A VISA.
- IF YOU WOULD LIKE TO APPLY FOR THE E-VISA PERSONALLY, PLEASE [CLICK HERE](#) TO FILL OUT YOUR ONLINE VISA APPLICATION.

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WHO IS ELIGIBLE FOR A TURKEY E-VISA?

AFGHANISTAN	ALGERIA	ANGOLA	ANTIGUA AND BARBUDA	ARMENIA	AUSTRALIA	AUSTRIA
BAHAMAS	BAHRAIN	BANGLADESH	BARBADOS	BELGIUM	BENIN	BOTSWANA
BURKINA FASO	BURUNDI	CAMEROON	CANADA	CAPE VERDE	CENTRAL AFRICAN REPUBLIC	CHAD
CHINA	COMOROS	CONGO(REPUBLIC OF)	CONGO (DEMOCRATIC REPUBLIC OF)	COTE d'IVOIRE	CROATIA	DJIBOUTI
DOMINICA	DOMINICAN REPUBLIC	EAST TIMOR	EGYPT	EQUATORIAL GUINEA	ERITREA	ESTONIA
ETHIOPIA	FIJI	GABON	GAMBIA	GHANA	GREEK CYPRIOT ADMIN. OF SOUTHERN CYPRUS	GRENADA
GUINEA	GUINEA-BISSAU	HAITI	HONG KONG	INDIA	INDONESIA	IRAQ
IRELAND	JAMAICA	KENYA	KUWAIT	LATVIA	LESOTHO	LIBERIA
LITHUANIA	MADAGASCAR	MALAWI	MALDIVES	MALI	MALTA	MAURITANIA
MAURITIUS	MEXICO	MOZAMBIQUE	NAMIBIA	NEPAL	NETHERLANDS	NIGER
NIGERIA	NORWAY	OMAN	PAKISTAN	PHILIPPINES	POLAND	PORTUGAL
QATAR	RWANDA	ST LUCIA	ST VINCENT AND GRENADINES	SAO TOME AND PRINCIPE	SAUDI ARABIA	SENEGAL
SIERRA LEONE	SOMALIA	SOUTH AFRICA	SPAIN	SUDAN	SURINAME	SWAZILAND
TAIWAN	TANZANIA	TOGO	UGANDA	U.A.E.	U.K.	VIETNAM
YEMEN	ZAMBIA					

REVISED 10-5-2015: (JENN)

Specializing in Visas, Passports, Document Legalization and Translations

TURKEY E-VISA APPLICATION

TRAVELER DETAILS:

Full Name: (As it appears in your passport)

First Name:

Middle Name:

Last Name:

Street Address:

City:

State:

Zip Code:

Gender:

Date of Birth:

Place of Birth:

Fathers Name:

Mothers Name:

Email Address:

PASSPORT INFORMATION:

Passport Number:

Passport Issue Date:

Passport Expiration Date:

TURKEY ETA REQUEST FORM

TRAVEL INFORMATION:

Date of Departure from United States:

Date of Arrival in Turkey:

Purpose of Visit: