



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#: _____

CREDIT CARD INFORMATION:

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

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

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: _____

HOW DID YOU HEAR ABOUT VIP?

REPEAT CUSTOMER__ INTERNET__ REFERRED__ BY_____ WALK-IN_____



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VIETNAM

PLEASE SUBMIT THE FOLLOWING REQUIREMENTS

ENTRY VISA:

- 1.) PASSPORT (MINIMUM OF 6 MONTHS VALIDITY)
- 2.) (2) TWO PASSPORT - TYPE PHOTOGRAPHS (2x2)
- 3.) (1) ONE COMPLETED APPLICATIONS
- 4.) A COPY OF YOUR TRAVEL ITINERARY
- 5.) COPY OF INVITATION (IF AVAILABLE)
- 6.) NOTARIZED COPY OF PERMANENT RESIDENCE CARD (U.S. GREEN CARD) OR ORIGINAL U.S. VISA AND I-94
- 7.) CONSULATE FEE:
 - \$ 70.00 - SINGLE ENTRY - ONE MONTH VALIDITY
 - \$ 90.00 - SINGLE ENTRY - THREE MONTH VALIDITY
 - \$240.00 - SINGLE ENTRY - SIX MONTH VALIDITY
 - \$120.00 - MULTIPLE ENTRY - ONE MONTH VALIDITY
 - \$150.00 - MULTIPLE ENTRY - THREE MONTH VALIDITY
 - \$260.00 - MULTIPLE ENTRY - SIX MONTH VALIDITY

RUSH PROCESSING: WHEN REQUESTING THE VISA TO BE ISSUED ON A RUSH PROCESS THE CONSULATE CHARGES THE ADDITIONAL CONSULATE FEES:
\$30.00 - LESS THEN 4 DAYS PROCESSING

SPECIAL NOTE: IF APPLYING FOR A SIX (6) MONTH MULTIPLE ENTRY VISA YOU WILL NEED TO SUBMIT AN OFFICIAL INVITATION FROM THE MINISTRY IN VIETNAM.

PLEASE NOTE: IF YOUR PASSPORT INDICATES THAT YOUR PLACE OF BIRTH IS VIETNAM, YOU ARE REQUIRED TO COMPLETE AN ADDITIONAL APPLICATION. PLEASE CALL VIP SO WE CAN GET YOU THE CORRECT APPLICATION.

VALIDITY: THE CONSULATE WILL ISSUE THE VISA ACCORDING TO THE DATES LISTED ON YOUR VISA APPLICATION.

SINGLE ENTRY: WILL ALLOW YOU TO ENTER AND EXIT ONE TIME FOR A STAY UP TO 30 CONSECUTIVE DAYS.

MULTIPLE ENTRY: MULTIPLE ENTRY VISA CAN BE ISSUED VALID FROM 30 DAYS TO 6 MONTHS (AS LISTED ON THE VISA APPLICATION). IF YOU NEED TO STAY LONGER THEN 30 CONSECUTIVE DAYS OR IF YOU NEED THE VISA TO BE VALID FOR MORE THAN 6 MONTHS - YOU WILL BE REQUIRED TO SUBMIT A COPY OF THE OFFICIAL INVITATION FROM THE MINISTRY IN VIETNAM.

REVISED: 09-16-2011 (KS)

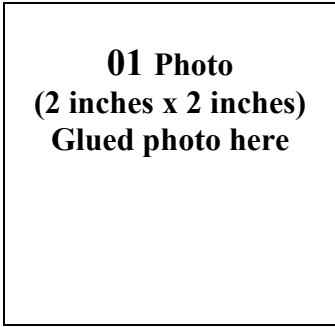
Visa Approval/Reference Number (if any):



EMBASSY OF VIETNAM
1233 20th Street, NW, Suite 400
Washington, D.C. 20036

VISA
APPLICATION

(FOR NON-VIETNAMESE
PASSPORT HOLDERS)



1. Name (in block letters):

.....
Family name First name Middle name

2. Date of birth:...../...../.....
Date / Month / Year

3. Male: Female

4. Place of birth:.....

5. Nationality at birth:.....

Nationality at present:.....

6. Passport number:.....

Date of issue:.....

Date of expiry:.....

7. Profession:.....

Place of employment:.....

.....

Telephone (Office):.....

8. Present mailing address: (P.O Box Not
Accepted for USPS express mail)

.....

.....

.....

* Email :.....

* Telephone :.....

9. Purpose of visit to Vietnam:

.....

.....

.....

I solemnly declare that the statements made in this application are true and correct.

Date:.....

Signature of Applicant

10. Name, address of your contact (sponsor, host,
hotel...) in Vietnam (if any)

.....

.....

.....

.....

.....

.....

11. Proposed date of entry:

...../...../.....

Date / Month / Year

Proposed date of exit:

...../...../.....

Date / Month / Year

12. Requesting a visa good for:

• Times of entries:

- Single (one time) visit

- Multiple visits

• Length of stay:

- One month

- 03 months

- Less than 6 Months

- Up to one year (with an approval only)

Check list: Before submitting, make sure you have included:

Original Passport

Completed and signed Application with One Photo glued or stapled;

Visa Fee: Money Order (or Cashier's Check); and

Prepaid USPS Express Mail or FedEx Slip, (if you want your visa be returned by mail).

* Required for further contact