

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



NOTICE:

COUNTRIES LISTED BELOW ARE ELIGIBLE TO OBTAIN AN e-VISA PRIOR TO TRAVEL TO KUWAIT:

ANDORRA	AUSTRALIA	AUSTRIA	BELGIUM
BHUTAN	BRUNEI	BULGARIA	CAMBODIA
CANADA	CROATIA	CYPRUS	CZECH
DENMARK	ESTONIA	FINLAND	FRANCE
GEORGIA	GERMANY	GREECE	HUNGARY
ICELAND	IRELAND	ITALY	JAPAN
LAOS	LATVIA	LIECHTENSTEIN	LITHUANIA
LUXEMBOURG	MALAYSIA	MALTA	MONACO
NETHERLANDS	NEW ZEALAND	NORWAY	POLAND
PORTUGAL	ROMANIA	SAN MARINO	SERBIA
SINGAPORE	SLOVAKIA	SLOVENIA	S. KOREA
SPAIN	SWEDEN	SWITZERLAND	HONG KONG
TURKEY	UKRAINE	U.K.	U.S.A.
VATICAN			

IF THE TRAVELER DOES NOT HOLD A PASSPORT FOR ONE OF THE COUNTRIES ABOVE AND/OR YOU WILL NEED A LONG-TERM VISA WITH MULTIPLE ENTRIES, PLEASE CONTACT OUR OFFICE FOR THE APPROPRIATE INSTRUCTIONS ON APPLYING FOR STANDARD VISA.

THANK YOU,

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WORK ORDER REQUEST FORM

ELECTRONIC REQUESTS

TRAVELER INFO

TRAVELER NAME

TRAVELER DATE OF BIRTH

DATE OF U.S. DEPARTURE

DATE PASSPORT IS NEEDED

VIP FILE LOCATOR NUMBER

BILLING INFORMATION

CONTACT & COMPANY NAME

ADDRESS (STREET, CITY, STATE, ZIP)

PHONE NUMBER

CELL NUMBER

FAX NUMBER

EMAIL

P.O. OR BILLING REF#:

RETURN INFORMATION

PLEASE LIST THE EMAIL ADDRESS WHERE THE COMPLETED DOCUMENT IS TO BE SENT,
IF DIFFERENT FROM THE ONE LISTED ABOVE

EMAIL FOR RETURN OF DOCUMENT:

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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KUWAIT E-VISA (ELIGIBLE COUNTRIES ONLY)

DOCUMENTS REQUIRED

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

VALID PASSPORT:	1-COPY	APPLICATION (S):	1-COPY
TRAVEL ITINERARY:	1-COPY		

OTHER: FOR ALL NON-U.S. PASSPORT HOLDERS, PLEASE SEND A COPY OF YOUR U.S. VISA & I-94, OR A COPY OF VALID U.S. GREEN CARD.

PROCESSING FEES (PER APPLICANT)

VIP SERVICE FEE: (REGULAR PROCESS) \$95.00

CONSULATE FEE: SEE NEXT PAGE

MONEY ORDER: \$6.00

OTHER FEES: _____

TOTAL: (NO PERSONAL CHECKS PLEASE) _____

RETURN SHIPPING FEES (SELECT ONE)

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

REGULAR PROCESS TIME: **2 TO 4 DAYS**

COMMENTS: **THE CONSULATE IS CLOSED EVERY FRIDAY.**

REVISED 11-6-2019 JENN

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KUWAIT E-VISA

ELIGIBLE COUNTRIES ONLY

PLEASE SEND THE REQUIRED DOCUMENTS BELOW TO OUR OFFICE, VIA EITHER EMAIL OR COURIER/SHIPPING. ONCE PROCESSED AND COMPLETED, WE WILL SEND A CONFIRMATION EMAIL CONTAINING THE ELECTRONIC VISA TO THE EMAIL LISTED ON THE WORK ORDER.

1.) COPY OF VALID PASSPORT (JPEG/JPG FORMAT)

- MINIMUM OF 6 MONTHS VALIDITY

2.) ONE (1) COMPLETED APPLICATION FORM

3.) COPY OF TRAVEL ITINERARY

- MUST SHOW PORTS OF ENTRY INTO AND EXIT FROM KUWAIT

VALIDITY: E-VISAS ARE ISSUED FOR SINGLE ENTRY UP TO ONE MONTH FROM THE DATE OF ISSUE, ALLOWING FOR A STAY OF UP TO 90 DAYS. THE FINAL DECISION AS TO THE LENGTH OF VALIDITY AND THE NUMBER ENTRIES IS MADE BY THE EMBASSY/CONSULATE ON A CASE-BY-CASE BASIS. E-VISAS WILL ALLOW YOU TO STAY UP TO THREE MONTHS FROM THE DATE OF ENTRY.

SPECIAL NOTES:

- NO CONSULATE FEE WILL BE PAID WHEN THE EVISA IS ISSUED. UPON ARRIVAL, TRAVELERS WILL BE ASKED TO PAY 3KD BEFORE ENTRY (APPROXIMATELY \$10.00, DEPENDING ON CURRENT EXCHANGE RATE).
- DOCUMENTS CAN BE SENT TO OUR OFFICE EITHER ELECTRONICALLY (INFO@VIPPASSPORTS.COM) OR BY SHIPPING TO OUR OFFICE. IF THE DOCUMENTS ARE EMAILED, PLEASE BE SURE THE COPY OF THE PASSPORT IS IN .JPEG FORMAT AND ALL OTHER DOCUMENTS ARE IN .PDF FORMAT.
- IF YOU DO NOT QUALIFY FOR AN E-VISA (I.E. – REASON FOR TRAVEL IS FOR SOMETHING OTHER THAN BUSINESS OR TOURISM), PLEASE CONTACT OUR OFFICE FOR ADDITIONAL/ALTERNATE INSTRUCTION AND GUIDANCE ON APPLYING FOR A VISA.
- THOUGH THERE IS NO COST FOR OBTAINING AN E-VISA PRIOR TO TRAVEL, APPLICANTS WILL BE REQUIRED TO PAY A FEE UPON ARRIVAL (3KD).

REVISED 11-6-2019 JENN

EVISA REQUEST FORM

 TOURIST BUSINESS

FULL NAME (AS LISTED IN PASSPORT)				
PLACE OF BIRTH (CITY, STATE, COUNTRY)				
CURRENT NATIONALITY				
PREVIOUS NATIONALITY				
DATE OF CHANGE OF NATIONALITY				
HOME ADDRESS (STREET, CITY, STATE, ZIP)				
HOME PHONE NUMBER				
MOBILE PHONE NUMBER				
EMAIL ADDRESS				
MARITAL STATUS				
SPOUSE FULL NAME & NATIONALITY				
MOTHER'S NAME & NATIONALITY				
FATHER'S NAME & NATIONALITY				
PRIMARY PURPOSE OF TRAVEL				
DATE OF ENTRY INTO KUWAIT				
PORT OF ENTRY INTO KUWAIT				
DATE OF EXIT FROM KUWAIT				
PORT OF EXIT KUWAIT				
CONTACT IN KUWAIT (FULL ADDRESS, PHONE NUMBER, EMAIL)		AREA GOVERNATE BLOCK STREET AVENUE BUILDING TYPE FLOOR/FLAT NUMBER		
ALL REQUESTS MUST HAVE THE FULL ADDRESS IN KUWAIT LISTED. REQUESTS RECEIVED WITHOUT THE FULL ADDRESS MAY INCUR A DELAY IN PROCESSING				
EMPLOYER & OCCUPATION				
EMPLOYER CONTACT INFO (NAME OF COMPANY, FULL ADDRESS, PHONE NUMBER, EMAIL)				
ARABIC NAME (WHEN APPLICABLE)	FAMILY NAME	THIRD NAME	SECOND NAME	FIRST NAME

ALL FIELDS MUST BE COMPLETED WITH REQUESTED INFORMATION (WHEN APPLICABLE).

INCOMPLETE REQUEST FORMS MAY CAUSE A DELAY IN PROCESSING.