

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

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

DOCUMENTS REQUIRED

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

COPY OF VALID PASSPORT:	1	REQUEST FORM:	1-COPY
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OTHER: SEE NEXT PAGES FOR MORE DETAILED INSTRUCTIONS.

PROCESSING FEES (PER APPLICANT)

VIP SERVICE FEE: (REGULAR PROCESS)	<u>\$75.00</u>
CONSULATE FEE: (SEE NEXT PAGE)	<u>\$20.70</u>
MONEY ORDER:	<u>\$6.00</u>
OTHER FEES: _____	_____
TOTAL: (NO PERSONAL CHECKS PLEASE)	_____

RETURNING OF COMPLETED EVISA

THE COMPLETED E-VISA WILL BE EMAILED BACK TO THE REQUESTER UNLESS ALTERNATE EMAIL IS PROVIDED ON WORK ORDER REQUEST FORM. PLEASE BE SURE THE CORRECT EMAIL(S) ARE LISTED TO ENSURE NO DELAYS IN THE RETURN OF THE COMPLETED E-VISA.

REGULAR PROCESS TIME: 3 TO 5 DAYS

COMMENTS: **PLEASE DO NOT PURCHASE NON-REFUNDABLE OR NON-CHANGEABLE AIRLINE TICKETS UNTIL THE E-VISA HAS BEEN APPROVED AND IN IN-HAND.**

REVISED 2-28-2019 JENN



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TURKEY E-VISA

PLEASE SUBMIT THE FOLLOWING REQUIREMENTS

- 1.) COPY OF PASSPORT INFORMATION PAGE
- 2.) TURKEY E-VISA REQUEST FORM
- 3.) CONSULATE FEES: \$20.70

VALIDITY: THE VALIDITY OF THE VISA IS FOR SINGLE OR MULTIPLE ENTRIES UP TO SIX MONTHS. FOR EACH STAY, THE TRAVELER MAY STAY UP TO 90 DAYS.

NOTE: DATE OF TRAVEL MUST BE WITHIN THREE (3) MONTHS OF THE DATE THE E-VISA IS REQUESTED.

REVISED 2-28-2019 JENN

Specializing in Visas, Passports, Document Legalization and Translations

TURKEY E-VISA REQUEST FORM

<u>APPLICANT INFORMATION</u>	
FULL NAME OF APPLICANT	
PASSPORT NUMBER	
PASSPORT DATE OF ISSUE	
PASSPORT DATE OF EXPIRATION	
PASSPORT PLACE OF ISSUE	
GENDER	
MARITAL STATUS	
MOTHER'S FULL NAME	
FATHER'S FULL NAME	
RESIDENTIAL ADDRESS	
PHONE NUMBER	
APPLICANT EMAIL	
<u>TRAVEL INFORMATION</u>	
ADDRESS OF FRIEND/RELATIVE IN TURKEY, IF ANY	
PHONE NUMBER OF FRIEND/RELATIVE IN TURKEY, IF ANY	
EMAIL OF FRIEND/RELATIVE IN TURKEY, IF ANY	
DATE OF DEPARTURE FROM U.S.	
DATE OF ENTRY INTO TURKEY	
DATE OF EXIT FROM TURKEY	