



T.I.S., Inc.

# INTERNATIONAL VISA SERVICE

## Services Request Form

Please complete and print form with request

Name of traveler(s): \_\_\_\_\_

Date passport must be back in your possession: \_\_\_\_\_ Return to me by: FDX/UPS/Pick Up

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Office#: \_\_\_\_\_

E-mail: \_\_\_\_\_

What services are you requesting? Passport Applications \_\_\_\_\_ Visa Applications \_\_\_\_\_

### Credit Card Information:

Type of Card: \_\_\_\_\_

Name on Card: \_\_\_\_\_ Credit Card

Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Security Code: \_\_\_\_\_ Billing Address Zip: \_\_\_\_\_

**I give permission for all service charges, government fees, money order fees and return shipping charges to be charged to my credit card.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

316 Hammond Drive N.E. Atlanta, Georgia 30328

Phone: 404.843.0005 Toll Free 1.800.627.1112 Fax 404.843.2259 [www.visalady.com](http://www.visalady.com)

### Disclaimer

IVS and Affiliates act on the behalf of the client, and take no responsibility for the services rendered by the U.S. Passport Service, U.S. Postal Service acceptance agent program, Clerks of Court in any jurisdiction, travel agents, consulates, or embassies of any country in connection with the granting of passports or visas. All information and prices are subject to change without notice. IVS and Affiliates take no responsibility for delays or loss of passports as may occur through the services above or any other official government agency not listed, the U.S. Mail or by any guaranteed delivery services such as Express Airline Shipments (Delta Dash, or other similar services), UPS, Federal Express, DHL, and U.S. Postal Express Mail. IVS and Affiliates are not responsible for acts of war, acts of God, delays due to airline cancellations or weather delays. Damage compensation for errors, omissions or any other reason is not available. IVS and Affiliates do not take responsibility for information provided by the client in connection with applications for passports and visas. This disclaimer applies to all instructions and information on the web site [Visalady.com](http://www.visalady.com). The Terms of Use of CIBTvisas, available at <http://cibtvisas.com/terms-of-use> (the "CIBT Terms"), are hereby incorporated and made a part hereof, with all references to CIBTvisas deemed to also refer to IVS and Affiliates. In the event of conflict between a provision of these terms and conditions and a provision of the CIBT Terms, whichever provision is more protective of IVS and Affiliates shall control.