

# VISA SERVICES CANADA®

*Freedom to Travel, Personalized®*



Visa Services Canada, Inc.  
 275 Slater Street, Suite #900  
 Ottawa, ON, K1P 5H9, CANADA  
 Phone: 613-231-7054  
 Fax: 613-231-7886  
 Toll-free phone: 866-378-1229  
 www.VisaServicesCanada.ca  
 info@visaservicescanada.ca

**APPLICANTS: full legal names**

1.	
2.	
3.	
4.	
5.	

**Travel Agency stamp / business card.**  
**Your business card.**  
 - optional -

Home Address                      Business address

Street Address			Apartment #	
City			Province	
Postal Code		Country (if not Canada)		
Phone		Office Phone		
Cell Phone		Fax		
Email				

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**SHIPPING OPTIONS**

- Personal pick-up in Ottawa
- Canadian shipping \$28.
- Cdn10:30am shipping \$40
- Foreign shipping (cost+)

**Payment: call to arrange payment by money order or bank draft**

Visa Mastercard M.O. / draft	<b>Cardholder</b> <input type="text"/> <b>Credit card #</b> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <b>Expiry date</b> <input type="text"/> <input type="text"/> <b>CCV #</b> <input type="text"/>
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Signature & date (authorizing credit card charge and terms of service)

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**SIGN HERE**

Terms: By using *Visa Services Canada* you are authorizing the company to handle your personal information and your passport, and to hand over such passports and information to a foreign diplomatic mission in Canada or abroad for the purpose of acquiring a visa. By using the services of VSC you are accepting in whole the following terms, conditions, and limitations: VSC cannot and does not guarantee a visa will be issued by a diplomatic office, as this is the sole prerogative of the foreign government. VSC is not responsible for the safety or security of your passport once the passport has entered the diplomatic grounds or passed into the control of a shipper. VSC is not liable for any stolen or lost passport, and has no liability for late shipping delivery of passports and visas. Cash, bank drafts, credit cards and money orders are subject to a 2.5% bank charge. I understand this liability statement.

<b>Internal Use Only</b>	SHIPPING <input type="text"/>	Date sent by VSC	<input type="text"/>
Tracking # <input type="text"/>		Date received by client	<input type="text"/>



AUTHENTICATION & LEGALIZATION

# VISA SERVICES CANADA

Suite 900 - 275 Slater St.  
Ottawa, ON, K1P 5H9, CANADA  
[WWW.VISASERVICSCANADA.CA](http://WWW.VISASERVICSCANADA.CA)  
613-231-7054

I, \_\_\_\_\_, authorize *Visa Services Canada* to act on my behalf in acquiring a visa for my passport. *Visa Services Canada* is authorized to drop-off and pick-up my passport and any other personal documents from the embassy, high commission, consulate, diplomatic mission of the country of \_\_\_\_\_ while aiding me in acquiring a visa. *Visa Services Canada* is also authorized to receive information about my application from the visa office while acting on my behalf.

Signed on this \_\_\_\_ day of the month of \_\_\_\_\_ in the year \_\_\_\_\_,  
in the city of \_\_\_\_\_ in the province of \_\_\_\_\_, in Canada.

Signature \_\_\_\_\_



Witness \_\_\_\_\_



**OFFICE COPY**



AUTHENTICATION & LEGALIZATION

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[WWW.VISASERVICSCANADA.CA](http://WWW.VISASERVICSCANADA.CA)  
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Signature \_\_\_\_\_



Witness \_\_\_\_\_



**EMBASSY COPY**