

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

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

Visa Countries (in order of arrival)	Visa type tourist / business / etc	Entry-Exit 1 / 2 / multi	Service level regular / fast	Date of entry & exit (dd / mmm / yyyy)

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	Cardholder			
Mastercard	Credit card #			
M.O. / draft	Expiry date		CCV #	

Signature & date (authorizing credit card charge and terms of service)

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.

Internal Use Only	SHIPPING		Date sent by VSC	
Tracking #			Date received by client	

VISA SERVICES CANADA

WWW.VISASERVICESCANADA.CA

VISA APPLICATION FEES FOR CUBA

*** Visa fees and times are subject to change by embassies without notice ***

BUSINESS VISA

Urgent Processing: 2-3 working days	\$168
Regular Processing: 15 working days	\$144

All business visas are Single Entry, valid for seven (7) days stay.

URGENT SERVICE CHARGE (per visa) \$150.

REGULAR SERVICE CHARGE (per visa) \$75.

SPECIFIC VISA REQUIREMENTS FOR CUBA

BUSINESS VISA

- passport, valid for 6 months at least,
- one (1) fully completed and signed visa application form,
- one (1) recent passport-style photograph,
- a letter from the Canadian company you work for, stating your full name, the purpose of your visit, the length of stay, the dates of departure and return, addressed to the Cuban Consulate in Ottawa,
- a letter of invitation from a Cuban company, organization or institution, addressed to the Cuban Consulate in Ottawa.



REPUBLICA DE CUBA

BUSINESS VISA APPLICATION FORM - FORMULAIRE POUR VISA DES AFFAIRES

Last Name / Nom			First name / Prenom			Middle name / Second Prenom			
Birth date / Date de naissance			Country of birth / Pays de naissance			Sex	Marital status / Etat civil		
Year	Month	Day							
Passport No. / Passeport No.			Issue Date / Date de delivrance			Expiry date / Date de expiration			
			Year	Month	Day	Year	Month	Day	
Citizenship / Citoyenneté			Name of the Cuban company you will contact in Cuba / Nom de l'enterprise a Cuba:						
Business telephone / Telephone des affaires			Name of employer / Nom de l'employoir						
Reasons for the trip / Motives de votre voyage									
Address or hotel in Cuba / Adresse ou hotel a Cuba									
Length of stay / Durée de sejour			Date of departure / Date de depart			Departure airport / Aeroport de depart			
			Year	Month	Day				
Full permanent Address / Adresse									
Telephone			Fax			E-mail			
Additional information / Observations									
Signature _____ Date: _____									



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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



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in the city of _____ in the province of _____, in Canada.

Signature _____



Witness _____



EMBASSY COPY