

# VISA WORLD

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CONSULAR SERVICES

PASSPORT AND VISA  
PROCESSING AGENTS

Help us to help you ~ complete this form - to tell us what we need to tell you.

To: **VISA WORLD**  
**526-528 Watford Way**  
**London**  
**NW7 4RS**

or scan and send by email

Order From: PLEASE PRINT CLEARLY	
Full Name	
Mr/Mrs/Miss/Ms	
Company	
Address	
Postcode	
Tel: Daytime	Evening
Email:	

Please process the applications below by:

**Routine Processing** ☐; **V.I.P. Service\*\*** ☐; **Special Attention\*\*** ☐; with a **Dedicated Courier\*\*** ☐ and plan for time in embassy as:-

**Normal** ☐; **Express\*\*** ☐; **Same Day\*\*** ☐.

Name of Traveller	Nationality*	Passport applicatn	Visa application	Date of Entry	Length of stay (days)	Tourist Visa	Business Visa	Other Visa state classification	Entries required		
		✓	Country to visit			✓	✓		Sgle ✓	Dble ✓**	Mtple ✓**

\*\* if service available, extra costs will apply. If no ✓s, Routine Processing and Normal time in embassy will be applied.

\*If not British or EC, please advise entry status into UK:

ILTR ☐ ; Six month visitor ☐ ;  
Other ☐ from \_\_\_\_\_  
until \_\_\_\_\_

Date of Travel for the above trip/s:

☐ am  
☐ pm

If you will require your passport before the above Date of Travel, please enter below the earlier date you are leaving the UK.

☐ am  
☐ pm

As requirements vary for different needs, we cannot answer telephone enquiries until we have these brief order details. We will then be able to give advice and information. If we have a query on your application, **we will contact you**. If we cannot process your application, **no charge will be made**.

☐ I enclose a **self-addressed envelope** for return of the processed documents ~-> **to the above address** ☐ ~-> **to a different address** ☐.

The envelope only has to be large enough to return your passport/s and does not need to be stamped or postage paid. The Post Office and Royal Mail prefer a size C5 envelope.

**Save on additional travellers with pre-set discounts of up to 75% off** ~ Passport Office, Official & Embassy fees are extra and charged at cost.

<input type="checkbox"/> Please Invoice me, I will pay by electronic transfer by return
<input type="checkbox"/> Total enclosed £ _____ payable to <b>"Visa World"</b> . For new customers and to avoid any delay for cheque clearing purposes or a difference in the expected embassy fee, we recommend that you quote your card details below. No charges will be made other than if needed for these purposes.
<input type="checkbox"/> Please charge my: _____ Debit Card <input type="checkbox"/> Maestro <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/> Card No. _____ SRC No. _____ Valid from ____/____/____ Expires end ____/____/____
If a visa is not required we will retain our standard research fee and refund the balance. This fee will not be charged if another application is processed.

Dispatch Instructions ~ please ✓			
	Next day by 1 pm	Next day by 9 am**	Plus Sat Del**
Royal Mail Special Delivery			
+ Royal Mail Consequential Loss. Have you added the extra cost?			
Collection from our shop. No dispatch charges.			
DHL, FedEx, etc, Bike or Cab. Please advise details.			
'Meet & Greet' Please send rendezvous details.			
Other ~ please advise			

For Visa World Use

Office Hours: Monday to Friday – 9.00am to 5.30pm  
Out of hours collections & deliveries can be accommodated by arrangement

**All transactions (information, advice, service, performance, fees & charges) are subject to Visa World Terms & Conditions of Trade (available on request)**

Located at the Mill Hill roundabout close to the junction of the **A1 & A41**

Free on-street parking plus a free public car park for visitors nearby  
Motorway Exits: **M1** southbound J4; **M25** clockwise J19 or anticlockwise J23

**Service is our business**

V20-1 main (38-120612)

Orders received by 4.30pm will normally secure next day lodgement

Same day lodgements are always available by arrangement

**Buses:** 113, 186, 240, 251 and 292 stop nearby

**Underground:** Hendon Central [Zone 3] + bus 113, 186 or 797

**National Rail:** Mill Hill Broadway (Thameslink) and a short walk

**If you're not satisfied, we're not satisfied**