

PASSPORTS PLUS, INC

5177 Richmond Ave, Suite 675, Houston, TX 77056

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PROCESSING ORDER FORM FOR SECOND LIMITED PASSPORT

I. DEPARTURE DATE: _____ **II. NEED BY DATE:** _____

III. FULL NAME OF APPLICANT:

FIRST NAME MIDDLE LAST NAME DATE OF BIRTH

IV. SERVICE REQUESTED (Government fees are non-refundable):

Second Limited Passport \$135.00 Passport Card \$20.00

Need Visa? Yes No If yes, which country: _____

V. PROCESSING TIME AND SERVICE FEE (All fees are non-refundable):

24 hour processing**: \$175.00 Reserved for: _____ (Date)

** For 24 hour processing, please fax us this order form to reserve a spot. Application must be sent via FedEx First Overnight or UPS Early AM Delivery, and must be marked "Signature Released" on package. Application that is not received at our office by 8:00am on the date reserved is subject to a charge of the full service fee.

5 Business Days: \$125.00 10 Business Days: \$85.00 Service fee for a passport card: \$45.00

Return Federal Express: \$ _____ **TOTAL FEE:** \$ _____

\$23.00: FedEx for up to three passports
\$28.00: FedEx for four to six passports or overweight package
\$35.00: FedEx to Alaska, Hawaii and Puerto Rico, or Saturday Delivery

VI. SHIPPING ADDRESS AND PHONE NUMBER:

Please provide the **exact** address where you want your completed passport to be Federal Expressed to. Incorrect address will impose a reroute fee of \$20.00. **Federal Express will not deliver to a P.O. Box.**

Company Name (if applicable): _____

Shipping Address: Street _____ Suite/Apt _____

City _____ State _____ Zip _____

Attn: _____ Signature Required? YES NO

Contact Phone No: () _____

VII. PAYMENT INFORMATION (No check will be accepted for 24 hour processing):

We accept Visa, MasterCard, American Express and Discover. We also accept money orders, company and personal checks payable in U.S. dollars only and made out to "Passports Plus, Inc".

Card Type*: Visa MasterCard American Express Discover

Credit Card #: _____ Expiration Date: _____

Cardholder (as it appears on card): _____ Security Code: _____

* Credit card payment is subject to a 3% or \$3 charge, whichever is greater.

I have read and agreed to the terms and conditions listed on www.passportsplus.com/disclaimer.html. I understand that requirements and fees are subject to change without prior notice, and all fees are non-refundable. I understand that Passport Services reserve the right to prioritize the processing according to the departure date.

Signature(s)

Date