

For Office Use Only:  
 Date Received: \_\_\_\_\_ by \_\_\_\_\_  
 Date Submitted: \_\_\_\_\_  
 Passport Back on: \_\_\_\_\_

# Visa Service Order Form

## Applicant(s) Information

(Please list all members of a group with a separate piece of paper if it is necessary)

Last Name	First & Middle Name	Day-Time Phone Number	Passport Number
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____

Request Passport Back By \_\_\_\_\_

Email Address (Please Print) \_\_\_\_\_

[Canada's Anti-Spam Legislation](#) came into effect on July 1, 2014, and we would like to continue to provide you with up-to-date and important communications about our services.

Yes, by signing here, I would like to be included in your email list. Signature: \_\_\_\_\_

## Service Request

China visa:

For applicants outside BC province: Online application form, supporting documents and fingerprints appointment setup

For applicants within BC province: Full Service (online application form, supporting documents, fingerprints appointment setup and documents submission)

Other Visas: Schengen Visa  India Visa  Egypt Visa  Russia Visa  Vietnam Visa   
 Malaysia Visa  Thai Visa  Korea Visa  Japan Visa  Cambodia Visa   
 Brazil Visa  US Visa + EVUS  Canadian Student Visa  Others

Service Type: Regular Service  Express Service  Rush Service

## Processing Fee Calculation

**PLEASE NOTE:** If there is a discrepancy between your calculated payment and the cost of the "service types" you selected, we will process your application based on the listed cost of your selected "type of service" and charge your credit card accordingly.

1. Consulate Fee: \$ \_\_\_\_\_ x \_\_\_\_\_ (number of applications) = \$ \_\_\_\_\_

2. ACT Service Fee: \$ \_\_\_\_\_ x \_\_\_\_\_ (number of applications) = \$ \_\_\_\_\_

3. Shipping Cost: \$25(BC) \$30(AB, SK, MB) \$35 (ON, QC) \$40(NL, NB, NS, PE) Other = \$ \_\_\_\_\_

4. Signature Fee (Optional for residential address only): please add \$3.00 = \$ \_\_\_\_\_

**Total Payment:** (1) Consulate Fee + (2) ACT Service Fee + (3) S&H + (4) Signature fee = \$ \_\_\_\_\_

\* Access Asia Tours (AAT) helps our clients to prepare for the visa application. The embassy and consulate from each country has the final discretion on whether or not your visas will be granted. AAT will not be held responsible if your visa is not issued and AAT service fee will not be refunded in such case. By sending us this Service Order Form, you agree to the above Terms & Condition.

各国领事馆决定是否签发签证，我公司只是协助客人准备签证申请所需的材料。如果签证拒签我公司所收取的服务费不退。一经收到此表，即表示您已经同意我们此项条款。

\* We use Purolator for Canadian domestic shipments or DHL for international shipments.

\* If you request for other specific courier service provider, charges will be advised accordingly.

## Payment Method

Interac e-Transfer

Money Order

Credit Card

Check\*

\* **Make check or money order payable to Access Asia Tours** \* Personal checks are accepted for 7-9 work-day Regular Service only; Express and Rush services must be paid by credit card or Money Order \* Returned checks are subject to \$25 penalty

## Credit Card Information

Credit Card Type: VISA

MasterCard

American Express

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

Expiration Date: \_\_\_\_\_

Card Holder Name: \_\_\_\_\_

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

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

City: \_\_\_\_\_

Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_

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

## Your Return Shipping Address

Name \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_ Apt # \_\_\_\_\_

City \_\_\_\_\_ Province / State \_\_\_\_\_

Country \_\_\_\_\_ Postal Code \_\_\_\_\_

Delivery Option (residential only): Signature required (add \$3.00)

Deliver without signature

## Sending Your Application

You can either drop off or mail all of required application documents by courier (FedEx, UPS, DHL, Purolator, Priority Courier or Canada Xpresspost) to the following address:

China Visa Canada Service  
Mailing Address:  
581 Hillcrest Street, Coquitlam BC V3J 6N7  
Tel: 604-522-2550