

For Office Use Only:
 Date Received: _____ by _____
 Date Submitted: _____
 Pick Up on: _____
 Return on: _____ via _____

Visa Service Order Form

Applicant(s) Information

(Use a separate piece of paper to list all members of a group when necessary)

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

Need Passport Back By _____

Email Address (Please Print) _____

[Canada's Anti-Spam Legislation](#) came into effect 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 Categories: Tourist Visa Family Visit Visa Work / Companion Visa
 Business Visa Non-Business Visa Student Visa Other

Other Visas: India Visa Vietnam Visa Russia Visa Brazil Visa Other

Number of Entries: Single Double Multiple

Service Types (from the day we receive your application to the day we return your passport with visa; time required is different from the Consulate processing time listed on the Application Form):

Regular (7-9 business days) Express (5-6 business days) Rush (2-4 business days)

Processing Fee Calculation

PLEASE NOTE: Your total payment must correspond with our website listed cost of your selected "service types". 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. *Access China Tours* will not be responsible for any delayed applications caused by non-corresponding choices of service types and payments.

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 = \$ _____

* We will use Purolator, DHL, FedEx or Xpresspost to return your passport(s) with visa to you.

* If you ask Purolator or FedEx to re-route your packet to an address other than the one you provided on this form, please note that there is a \$10 dollar re-routing surcharge and you agree to pay for this surcharge.

Payment Method

Check*

Interac e-Transfer

Money Order

Credit Card

* **Make check or money order payable to Access China 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 drop off your application documents to us or send all required documents to the following address by courier – FedEx, UPS, DHL, Purolator, Priority Courier or Xpresspost.

**China Visa Canada Service
Attn: Visa Specialist
500 Sixth Avenue, Suite 110,
New Westminster, BC V3L 1V3 Canada
Tel: 604-522-2550**