



Concierge Level Service Requested
An additional service fee of \$50 per visa will apply.

Visa Order Form

FF 9DI 6@7 C: 7CB; C

Traveler Information

1. Traveler Name _____
 Date of Birth _____

2. Traveler Name _____
 Date of Birth _____

Travel Details

Date of US Departure: _____
 I must have my passport no later than: _____

Other visas or passport services requested:

Shipping and Contact Information
This must be a physical address for FedEx delivery; no P.O. Boxes.

Contact Name: _____
 Company Name: _____
 Street Address: _____
 Apt. /Suite: _____
 City: _____
 State: _____ Zip Code: _____
 Home Phone: _____
 Office Phone: _____
 Mobile Phone: _____
 Contact Email: _____
Please provide an email address so we may send you shipping and status updates.

Return Shipping
Passports will be returned via Federal Express.

Select One:

<input type="checkbox"/> 3 Business Day Delivery	\$16.00
<input type="checkbox"/> Standard Overnight Delivery	\$25.00
<input type="checkbox"/> 8 AM Delivery**	\$80.00
<input type="checkbox"/> Saturday Delivery**	\$40.00
<input type="checkbox"/> Same Day Delivery**	Please Call
<input type="checkbox"/> International Delivery**	Please Call

***These services may not be available for all delivery locations.*

Concierge Level Service

Check here to select Concierge Level Service

G3's exclusive Concierge Level Service includes:

- Dedicated Concierge Level Staff handling your visa request.
- Document review via email before you send in your request.
- Creation of online visa applications (as applicable).
- Personal telephone call confirming package receipt in G3's office.
- Personal telephone calls confirming visa completion and delivery details.
- Tracking of return delivery and follow-up to ensure satisfaction.
- Creation of FedEx airbills for inbound packages to G3 (shipping fees apply).
- Upgrade of FedEx return delivery from Standard to Priority Overnight.
- Emergency Concierge Services and Lost Passport Support.
- Dedicated Concierge email and emergency page number.

Payment Information

Please see the attached visa requirements sheet for applicable embassy and G3 processing fees.

Select Payment Type:

Credit Card Check (company or certified)
 Approved Billing Terms

Billing, P.O., Project or Reference Code # _____

An additional fee of \$50.00 per visa will apply to Concierge Level Service requests. Please see the "About G3 Visas" page on www.g3visas.com for a description of G3's standard service offering.

Total Fees from Visa Requirement Sheet:

	Fee	x # of Travelers	=	Total
Embassy Fee	_____	x _____	=	_____
G3 Processing Fee	_____	x _____	=	_____
Concierge Level Service (Optional)	_____	x _____	=	_____
Shipping Fee	_____		=	_____
			Subtotal:	_____
			Add 5% fee for credit card processing:	_____
			Total Payment Enclosed:	_____

Send This Form and All Required Documents To:

G3 Washington, DC: 703.276.8472 Phone 888.883.8472 Toll Free 703.524.3374 Fax info@g3visas.com	Attn: Visa Department 3300 N Fairfax Drive Suite 220 Arlington, VA 22201
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www.g3visas.com

G3 Visas & Passports, Inc. acts on the behalf of the client, and cannot be held liable for the services rendered by U.S. Government agencies, Post Offices, Travel Agents or other entities in connection with visa/passport processing. G3 disclaims any liability for delays or loss of passports as may occur through above services or by any delivery service. Damage compensation is not available.

For Payment Via Credit Card:
American Express, Discover, MasterCard and Visa only

Name as it appears on card: _____
 Account Number: _____
 Expiration Date: _____ Billing Zip Code: _____
 Security Code: _____
(Discover, MasterCard or Visa: 3 digit code on back of card; American Express: 4 digit code on front of card.)

Cardholder Signature: _____

AMBASSADE DE LA REPUBLIQUE
DU CONGO
4891 COLORADO AVENUE, N.W.
WASHINGTON, D.C. 20011
Tél.: (202) 726-5500
Fax : (202) 726-1860
Télex : 197370

(P H O T O)

DEMANDE POUR UN VISA DE
(V I S A A P P L I C A T I O N F O R)

TRANSIT ; COURT SEJOUR ; LONG SEJOUR.
TRANSIT ; SHORT STAY ; LONG STAY.

Nom (en capitales):.....
Family name (printed)

Née (nom de jeune fille):.....
Maiden name (for married women)

Prénoms:.....
First name

Né (e) le à
Date of Birth Place of birth

De.....et de.....
Father Mother

Nationalité d'origine..... actuelle.....
Citizen of presently

Situation de famille.....
Family status

Nom et prénoms du conjoint.....
Family name and first name of husband or wife

Nombre d'enfants.....leur âge.....
Number of Children Age

Domicile habituel.....
Permanent residence

Résidence actuelle.....
Present address

Profession
Occupation

Passeport N°..... Délivré le.....Expire le.....
Passport Number Date of issue Date of expiration

Nature et durée du visa sollicité.....
Type of visa and period of your stay

.....

Motifs détaillés du voyage.....
Purpose of journey, in detail

.....

.....

Etes-vous déjà venu au Congo?
Have you ever visited this country?

Quant et où?.....
When and where?

Avez-vous déjà habité le Congo pendant plus de 3 mois consécutifs?
Have you ever lived in the Congo for more than 3 consecutive
months ?

.....

A quelle date?.....
On what date?

Indication précise du lieu d'entrée:.....Date.....
Give accurately the place of entry Date

Indication précise du lieu de sortie:.....Date.....
Give accurately the place of exit Date

Indications de vos adresses exactes(Rue et N°)pendant que vous y
séjournerez.
Give your exact addresses (Street and Number) during your stay in
the country :

.....

.....

Comptez-vous installer un commerce ou une industrie?
Do you intend to set up a firm or a manufacturing unit? :

.....

Où comptez-vous vous rendre en quittant le Congo?
Where do you intend to go when you leave the Congo? :

.....

Ma signature engage ma responsabilité et m'expose aux poursuites prévues par la loi en cas de fausse déclaration et à me voir refuser tout visa à l'avenir.

I hereby certify to the truth of all the above, I realize that any false statement renders me liable to legal suit, and that I may be denied any visa in the future.

A....., Le.....
Dated

Signature,
Sign,

=====
EMBASSY ONLY

AVIS ADMINISTRATIF:

.....

.....
Fac-similé du visa apposé sur le passeport de l'intéressé.

AMBASSADE DE LA REPUBLIQUE
DU CONGO
WASHINGTON, D.C.

Visa N° pour permettre à M.....

..... de Nationalité

Titulaire du présent passeport de séjourner dans la République du Congo pendant une période de

.....

du..... au.....

WASHINGTON, D.C., LE.....

Sample Business Letter from U.S. Company

*****Please print your business letter on company stationery*****

June 1, 2011

Consulate General of (*Country you are traveling to*)

Consular Section

Dear Visa Officer,

Jeremy Simmons (*Insert your name*), Vice President (*Insert your position*), International Public Policy, East Coast Promotions, Inc. (*Insert the name of your company*) is planning a business trip to (*Country you are traveling to*) on Monday, August 3 through August 17 (*Dates of your trip*). During this trip he has scheduled meetings to discuss the sale and distribution of our products.

His agenda is to meet and discuss business with Mr. Hank Hartford (*Insert Name of Contact*) at:

Overseas Company Name
Street Address
City, Country Zip code
Telephone number

(It is important to indicate which company and individual you are going to visit.)

East Coast Promotions, Inc. (*Insert Company Name*) will assume all financial responsibility for any debts incurred by Jeremy Simmons while traveling on business in (*Country you are traveling to*).

He requests that you issue a (*insert type and duration of visa*) visa. I appreciate your attention to this matter.

Sincerely,

Barry G. Hart (*Please have someone other than the applicant sign this letter.*)
Senior Vice President
East Coast Promotions, Inc.

Sample Business Letter For Flight Crew

*****Please print your business letter on company stationery*****

June 15, 2011

Consulate General of (*Country you are traveling to*)
Consular Section

To Whom It May Concern:

Please be advised that the below listed individuals are applying for **Flight Crew** visas. Financial responsibility for all expenses incurred by these individuals during their stay in (*country*) is the complete and total responsibility of (*name of your flight department*)

Pilots: Primary Captain(s):
Backup(s):

First Officer Primary:
Backup:

Flight Attendant Primary:

Date of Arrival #1: July 13, 2009 Date of Arrival #2 (*if applicable*)

Airport of Arrival: *City*

Aircraft/Flight: N506AB

Date of Departure #1: July 20, 2009 Date of Departure #2 (*if applicable*)

Airport of Departure: *City*

Aircraft/Flight: N506AB

Reason for Travel: Transporting executives

We appreciate all efforts and courtesies you may extend to us in order that they may receive their visas as soon as possible. We thank you for your attention to this matter. If you have any questions, please feel free to give me a call directly at (*contact number*).

Best Regards,

(*Signature here, must be signed by someone other than the applicants*)

Title