

# Togo Visa Instructions for Adventure Center Clients

G3 Visas & Passports  
3300 North Fairfax Dr., Ste 220  
Arlington, VA 22201  
Tel: (888) 883-8472, (703) 276-8472  
Fax: (703) 524-3374  
Email: info@g3visas.com

## **Please send the following to G3 Visas & Passports:**

1. **Please submit your valid/signed passport** (The passport must have at least one blank visa page for the visa and must be valid for 6 months from the end of your trip). Please contact us for information on renewing your passport, if needed.
2. Three visa application forms completed and signed.
3. Three 2" x 2" passport size photographs on a light colored background
4. Proof of departure; i.e. computer generated flight itinerary from Adventure Center.
5. Non US citizens submit valid I-94 or a copy of your Alien Registration Card *aka Green Card*.

Please send this sheet with all fields completed; only one sheet is required per family.

## **Contact and Shipping Information:**

(Street Address Only, NO P.O. BOXES)

Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip Code \_\_\_\_\_

Tel # \_\_\_\_\_

Fax # \_\_\_\_\_

Date of Birth \_\_\_\_\_

Passport # \_\_\_\_\_

Date Departing US \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Date Passport Needed \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**Email Address** : \_\_\_\_\_

(We will email you the tracking number when your visas are complete)

## **Shipping Fees:**

**All return shipping fees are included. Your passport will be returned via Federal Express. Federal Express cannot deliver to P.O. Boxes, please remember to provide a street address.**

## **Fees:**

*Payment includes Embassy fee, service fee, and return shipping via Federal Express. **Visas will take three weeks to process.***

One entry with 90 day stay \$203.00

This visa is valid for 3 months from the date of issue.

Number of Travelers x \$203.00: \$ \_\_\_\_\_

- Please submit an **expedite fee of \$40.00 per traveler** if you require your passport returned **in less than three weeks**.
- Consular fees subject to change without notice.

## **Payment Information:**

All fees are payable to G3 Visas by:

- American Express
- Visa/Master Card
- Check/Money Order

Requirements and fees are subject to change without prior notice.

I authorize G3 Visas to charge the amount of \$ \_\_\_\_\_

plus a 5% processing fee to my credit card

Expiration date \_\_\_\_/\_\_\_\_/\_\_\_\_ Security Code \_\_\_\_\_

Signature of cardholder \_\_\_\_\_

11 / 09



**For Official Use**

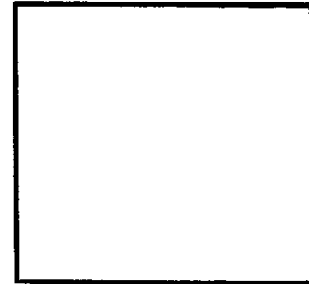
Visa No. \_\_\_\_\_

Type of Visa \_\_\_\_\_

Date of Issue \_\_\_\_\_

Charges \_\_\_\_\_

Signature of Issuing Officer \_\_\_\_\_



**Application for Togo Entry Permit/Visa  
WASHINGTON MISSION**

1. (a) Surname \_\_\_\_\_ First Name(s) \_\_\_\_\_

Previous Name (if applicable) \_\_\_\_\_

(b) Date of Birth \_\_\_\_\_ (c) Place of Birth \_\_\_\_\_

(d) Nationality \_\_\_\_\_ (e) Former Nationality (if any) \_\_\_\_\_

(f) Passport No. \_\_\_\_\_ (g) Date of Issue \_\_\_\_\_

(h) Place of Issue \_\_\_\_\_ (i) Date of Expiry \_\_\_\_\_

2. Profession/Occupation \_\_\_\_\_

3. (a) Business Address & Tel. No. \_\_\_\_\_  
\_\_\_\_\_

(b) Residential Address & Tel. No. \_\_\_\_\_  
\_\_\_\_\_

4. Proposed Date of Departure \_\_\_\_\_

5. (a) Travelling by:  Air  Sea  Land

(b) Is applicant in possession of return ticket? \_\_\_\_\_ Ticket No. \_\_\_\_\_

6. Purpose of Journey:  Business  Tourism  Employment  Official

7. Names & Addresses of two References

(i) \_\_\_\_\_  
\_\_\_\_\_

(ii) \_\_\_\_\_  
\_\_\_\_\_

8. If for Employment, Name & Address of Employer \_\_\_\_\_

9. Duration of Stay \_\_\_\_\_

10. Date of Last Visit \_\_\_\_\_

11. Applicant's Signature \_\_\_\_\_ Date of Application \_\_\_\_\_