

EXPLANATION OF SERVICES AND DISCLAIMER

International Visa Service does not issue Visas or Passports. Visas are issued by each country after the applicant meets the requirements and submits support documentation. International Visa Service (IVS) provides the latest information available from the Consulates however Visa requirements and government fees are subject to change without notice. **Consulates reserve the right to request additional information and additional support documentation. IVS has no control over these requested additional requirements and recommends that if your your visa application rejected that you quickly supply the information requested. Normally, Consulate fees are non-refundable.** U.S. Passport Agency cannot issue a passport if you have any of the following issues. Please advise the agent if you have problems that will keep you from obtaining a passport. 1. Child support, 2. Criminal conviction or uncompleted probation issues, 3. Owe U.S. Government Money from loans received overseas i.e. emergency repatriation funds, 4. The Failure to meet the requirements.

SUSPENSE: Sometimes, during the adjudication process the U.S. Government will place a suspense on an application. Suspense cases occur when, after reviewing the application, the passport agency feels they need additional information. The most common, but not all, of the reasons are: 1. Additional identification and/or documentation, 2. Birth record issues, 3. Routine name hold. 4. Fraud issues 5. Multiple lost passports. The Adjudicator has the right to request any information they deem necessary to satisfy the requirements for a passport.

IF YOUR PASSPORT IS PLACED IN SUSPENSE, You need to act quickly to resolve the issue. THE U.S. Department of State will hold a suspense application active for ninety (90) days. If the problem is not resolved within that time period the application is considered TO BE ABANDONED. **U.S. DEPARTMENT OF STATE DOES NOT REFUND APPLICATION FEES ONCE THE APPLICATION HAS BEEN SUBMITTED. It is important to note that once an application is placed in suspense under your name you must deal with the problem before any future passport can be issued. It is recommended that if you have any reason that you feel your application may place in suspense that you mention it to our company in advance so that you can fix the problem before the application is submitted.**

Visa Applications: T.I.S., Inc. / International Visa Service / A Quick Passport and Visa service has no control of any foreign government and its decision to issue a visa. All applications are submitted based on the available criteria. Each country has the right to request additional information or to change requirements without notice.

International Visa Service / a Quick Passport and Visa, does not issue passports or visas. All service fees are non refundable. WE RECOMMEND THE PURCHASE OF TRAVEL INSURANCE TO COVER ANY LOST TRIP, TRIP CANCELATION OR OTHER DELAYS. Go to Visalady.com for further details.

I have read and understand this information. The travel date listed below is the earliest day of my trip. I understand that government problems are outside the control of T.I.S., Inc. and the responsibility for fixing these problems is mine.

Name: _____ **Actual Departure Date:** _____

Phone: _____

(Signature)

(Date)

Disclaimer

T.I.S., Inc., d/b/a International Visa Service/ A Quick Passport and Visa, Atlanta, Georgia, acts on the behalf of the client, and takes no responsibility for the services rendered by the U.S. Passport Service, U.S. Postal Service acceptance agent program, Clerks of Court in any jurisdiction, Travel agents, Consulates, or Embassies of any country in connection with the granting of passports or visas. This responsibility applies to requirements and information obtained from any government agency. All information and prices are subject to change without notice. T.I.S., Inc. d/b/a International Visa Service, takes no responsibility for delays or loss of passports as may occur through the services above or any other official government agency not listed, the U.S. Mail or by any guaranteed delivery services such as Express Airline Shipments (Delta Dash, TWA, WorldPax or other similar services), UPS, Federal Express, DHL, Airborne and the U.S. Postal Express Mail. T.I.S., Inc. d/b/a International Visa Service/ A Quick Passport and Visa is not responsible for acts of war, acts of God, delays due to airline cancellations or weather delays. Damage compensation for errors, omissions or any other reason is not available. T.I.S., Inc. d/b/a International Visa Service/A Quick Passport and Visa, Atlanta, Georgia, does not take responsibility for information provided by the client in connection with applications for passports and visas. This disclaimer applies to all instructions and information on the web site Visalady.com.