

# VIP PASSPORT SERVICES, INC.

2012 Louisiana Street  
Houston, Texas 77002

713-659-8472 1-800-856-8472 Fax 713-659-3767

Website: [www.vippassports.com](http://www.vippassports.com) Email: [vipinfo@vippassports.com](mailto:vipinfo@vippassports.com)



## WORK ORDER REQUEST FORM

### ELECTRONIC REQUESTS

#### TRAVELER INFO

TRAVELER NAME

TRAVELER DATE OF BIRTH

DATE OF U.S. DEPARTURE

DATE PASSPORT IS NEEDED

VIP FILE LOCATOR NUMBER

#### BILLING INFORMATION

CONTACT & COMPANY NAME

ADDRESS (STREET, CITY, STATE, ZIP)

PHONE NUMBER

CELL NUMBER

FAX NUMBER

EMAIL

P.O. OR BILLING REF#:

#### RETURN INFORMATION

**PLEASE LIST THE EMAIL ADDRESS WHERE THE COMPLETED DOCUMENT IS TO BE SENT,  
IF DIFFERENT FROM THE ONE LISTED ABOVE**

EMAIL FOR RETURN OF DOCUMENT:

#### METHOD OF PAYMENT

CREDIT CARD

CARD NUMBER

EXP. DATE

CVV CODE

SIGNATURE OF CARD HOLDER

AUTH. AMOUNT \$\_\_\_\_\_

MONEY ORDER

CASHIER'S CHECK

COMPANY CHECK

SPECIAL INSTRUCTIONS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

SPECIALIZING IN VISAS, PASSPORTS, DOCUMENT TRANSLATIONS & LEGALIZATIONS

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## CAMBODIA EVISA U.S. PASSPORT HOLDER

### DOCUMENTS REQUIRED

PLEASE FORWARD THIS SHEET AND ALL THE REQUIREMENTS TO THE ADDRESS LISTED ABOVE

<b>COPY OF VALID PASSPORT:</b>	1	<b>REQUEST FORM:</b>	1
<b>PASSPORT TYPE PHOTO (S):</b>	1	<b>TRAVEL ITINERARY:</b>	1

OTHER: SEE NEXT PAGES FOR MORE DETAILED INSTRUCTIONS.

### PROCESSING FEES (PER APPLICANT)

VIP SERVICE FEE: (REGULAR PROCESS)	<u>\$125.00</u>
CONSULATE FEE: (SEE NEXT PAGE)	<u>\$36.00</u>
MONEY ORDER:	<u>\$6.00</u>
OTHER FEES: _____	_____
<b>TOTAL: (NO PERSONAL CHECKS PLEASE)</b>	_____

**RETURNING OF COMPLETED EVISA**

THE COMPLETED EVISA WILL BE EMAILED BACK TO THE REQUESTER UNLESS ALTERNATE EMAIL IS PROVIDED ON WORK ORDER REQUEST FORM. PLEASE BE SURE THE CORRECT EMAIL(S) ARE LISTED TO ENSURE NO DELAYS IN THE RETURN OF THE COMPLETED EVISA.

**REGULAR PROCESS TIME: 3 TO 5 DAYS**

COMMENTS: PLEASE DO NOT PURCHASE NON-REFUNDABLE OR NON-CHANGEABLE AIRLINE TICKETS UNTIL THE EVISA HAS BEEN APPROVED AND IN IN-HAND.

REVISED: 4-26-2022 (EL)

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## CAMBODIA (EVISA)

**IF YOU WILL BE TRAVELING TO CAMBODIA FOR BUSINESS OR TOURISM AND STAYING LESS THAN 30 DAYS, YOU MAY QUALIFY TO APPLY FOR A SINGLE ENTRY EVISA PRIOR TO TRAVEL. IF YOU WOULD LIKE FOR VIP TO APPLY FOR THE EVISA ON YOUR BEHALF, PLEASE SEND THE FOLLOWING DOCUMENTS:**

### EVISA:

- 1.) CLEAR COPY OF U.S. PASSPORT (MINIMUM OF 6 MONTHS VALIDITY)
- 2.) ONE (1) PASSPORT-TYPE PHOTOGRAPH (2x2)
  - IF EMAILING DOCUMENTS, PLEASE BE SURE PHOTO IS IN .JPEG FORMAT
- 3.) ONE (1) COMPLETED APPLICATION
- 4.) HEALTH INSURANCE DOCUMENT (INSURANCE CARD)
- 5.) CLEAR COPY OF YOUR COVID VACCINE CARD
- 6.) COPY OF TRAVEL ITINERARY
- 7.) HOTEL RESERVATION
- 8.) CONSULATE FEE: \$ 36.00 – SINGLE ENTRY

**INSTRUCTIONS:** TO SUBMIT YOUR REQUEST FOR AN ELECTRONIC VISA, PLEASE EITHER EMAIL A COPY OF ALL REQUIRED DOCUMENTS TO OUR OFFICE, OR SEND THE COPIES WITH YOUR ORIGINAL PHOTO TO THE ADDRESS LISTED ABOVE. IF EMAILING THE COPIES FOR PROCESSING (SEND TO [VIPINFO@VIPPASSPORTS.COM](mailto:VIPINFO@VIPPASSPORTS.COM) ), PLEASE BE SURE TO CALL OUR OFFICE ONCE THE DOCUMENTS HAVE BEEN SENT TO ENSURE THE REQUEST HAS BEEN RECEIVED. ONCE THE VISA HAS BEEN SUBMITTED AND APPROVED, WE WILL EMAIL THE EVISA TO THE EMAIL ADDRESS PROVIDED.

**VALIDITY:** EVISAS ARE VALID FOR A SINGLE ENTRY, UP TO 90 DAYS FROM THE DATE OF ISSUE, ALLOWING A STAY OF UP TO 30 DAYS. IF YOU WOULD LIKE A STANDARD VISA BY SUBMITTING ALL ORIGINAL DOCUMENTS TO THE CONSULATE FOR PROCESSING, PLEASE SEE OTHER INSTRUCTIONS FOR MORE INFORMATION.

REVISED: 4-26-2022 (EL)



# KINGDOM OF CAMBODIA

## Nation-Religion-King



Photograph  
2" x 2"

ROYAL EMBASSY OF CAMBODIA

### VISA APPLICATION FORM

TO THE UNITED STATES OF AMERICA

**Please submit 1 copy, 1 passport's photo and the original passport**

Surname/Last name: .....		Present occupation: .....				
First name: .....		Current Home Address: .....				
Sex: Male <input type="checkbox"/> Female <input type="checkbox"/>		Cell Phone: ( ) .....				
Date of birth: Day.....Month.....Year.....		Home Phone: ( ) .....				
Place of birth: .....		Email Address: .....				
Birth nationality: .....		Work Place: .....				
Present nationality: .....		Purpose of visit :				
Passport No: .....		<input type="checkbox"/> Tourist <input type="checkbox"/> Official <input type="checkbox"/> Diplomatic				
Place of issue: .....		<input type="checkbox"/> Business <input type="checkbox"/> Others (Please Specify) .....				
Date of issue: .....						
Date of Expiration: .....						
Point of entry: .....		Point of exit: .....				
Means of Transportation: .....		Means of Transportation: .....				
Address during the visit: .....		Organization, Persons to be visited : .....				
Arrival Date in Cambodia: ...../...../..... <span style="font-size: small; margin-left: 100px;">DD      MM      YYYY</span>		First trip to Cambodia <input type="checkbox"/> Yes <input type="checkbox"/> No				
Departure Date From Cambodia: ...../...../..... <span style="font-size: small; margin-left: 100px;">DD      MM      YYYY</span>		Traveling on group tour : <input type="checkbox"/> Yes <input type="checkbox"/> No				
		Tour Company: .....				
Children under 12 years traveling with you	Surname	First name	Sex		Date of birth	
		Patronymic	M	F		Permanent Address
			<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>			
Relatives in the Kingdom of Cambodia						

**For official use**

I hereby declare that the information on this form is true and correct

ថ្ងៃផ្តល់ .....

Done in ....., Day.....Month.....Year.....

ទិដ្ឋាការលេខ .....

ប្រភេទ .....

**ហត្ថលេខាប្រតិបត្តិការបណ្តុះបណ្តាលកម្ពុជា**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Applicant Full Name