

China Visa Canada Service

By *Access China Tours*

Toll Free: 1-800-788-1399

Email: info@MyChinaVisa.ca www.MyChinaVisa.ca

For Office Use Only:

Date Submitted: _____

Pick Up on: _____

Return via: _____

ACT Service Order Form

Applicant(s) Information

(Use 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. _____	_____	_____	_____

Email Address (Please Print) _____

Need Passport Back By _____

Services Requested

Service Categories: Tourist Visa Business Visa Work Visa
Student Visa Authentication Other

Number of Entries: Single Double Multiple 6 Month Multiple 12 Month

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)

Calculating Processing Fees

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 Visa Fee:** \$ _____ x _____ (number of applications) = \$ _____

2. **ACT Service Fee:** \$ _____ x _____ (number of applications) = \$ _____

3. **Return S&H Cost*:** \$20 or \$35 (5 or more appl.) x _____ (number of return address) = \$ _____

Total Payment: (1) Consulate Visa Fee + (2) ACT Service Fee + (3) Return S&H Cost = \$ _____

* When you are submitting up to four Chinese visa applications (persons), you need to pay only one return S&H fee if all passports are returned to the same address. For five or more passports, the return S&H fee is \$35.

* We will use Xpresspost/Purolator/Fedex to return your passport(s) with visa to you.

* If you ask Purolator/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 dollars re-routing surcharge and you agree to pay for this surcharge.

Payment Method

Personal Check*

Company Check

Money Order

Credit Card

* Make check or money order payable to **Access China Tours** * Personal checks are accepted for 8-12 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: _____

Billing Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Signature: _____

Your Return Shipping Address

Name _____ **Phone** () _____

Company _____

Address _____

City _____ **Province** _____ **Postal Code** _____

Delivery Option (residential only): Signature required Deliver without signature

Mail Your Application

Send all required documents to the following address using a secure and traceable courier – FedEx, UPS, DHL, Purolator, Priority Courier or Xpresspost. Please request a signature.

Access China Tours
Attn: Tracy
555 Sixth Street, Suite 345, New Westminster, BC V3L 5H1 Canada
Tel: 604-522-2550, 800-788-1399