



THEPASSPORT&
VISA COMPANY

FAST, SECURE & PROFESSIONAL
PASSPORT & VISA DOCUMENTS

United States Passport - Adult

Ship or Bring in the Following:

Check List:

- A) ☐ Complete & Print the DS-11 Passport Application Form
- B) ☐ Complete (2) Original Letter of Authorization Forms
- C) ☐ (2) Passport-Size Photographs
- D) ☐ (1) Proof of Personal Identification
- E) ☐ Proof of U.S. Citizenship
- F) ☐ Proof of Travel
- G) ☐ Government Fees
- H) ☐ Complete The Passport & Visa Company Order Form & Payment
- I) ☐ Quality Check Complete by TPAVC Staff
- J) ☐ Sealed Envelope from Acceptance Agency
- K) ☐ Ship Fed-Ex Overnight

Service Options				
Business Days	12-15	6-11	3-5	24 Hour*
TPAVC Processing Fee	\$65.00	\$100.00	\$200.00	\$250.00
Government Fee	\$170.00	\$170.00	\$170.00	\$170.00
Total Fee	\$235.00	\$270.00	\$370.00	\$420.00
*Important: For 24-Hour RUSH Service package MUST be shipped Fed-Ex FIRST 8:30 a.m. delivery. Must contact Agent for reservation of 24-Hour service, 888.551.0019				
Shipping fees may vary.				

Please Note:

- 1) This is a check list, please reference detailed requirements or contact TPAVC for clarification.
- 2) US Passports are valid for 10 years, you may still need additional documents to travel to certain countries.
- 3) Passport issuance is at the discretion of the United States Department of State.
- 4) State Department and processing fees are subject to change without notice.

TPAVC Shipping Address:

1145 W. 5th Street, 3rd Floor, Suite 307, Austin, TX 78703
Hours: Monday through Friday 9:00 a.m. - 5:00 p.m.
E-mail Address: info@tpavc.com

Contact TPAVC for Assistance:

United States 888.551.0019
Direct: 512.469.5909
Fax: 512.469.5951