

CHILD'S U.S. PASSPORT RENEWAL FROM CANADA BY APPOINTMENT

IMMIGROUP ORDER FORM

INSTRUCTIONS

Read all instructions and follow carefully

1. Please complete the order form and application forms included herein. Make sure to include your telephone number and email address where you can be contacted.
2. Fax or scan and email all forms and documents in the document checklist to our office for review at 416-640-2650 or info@immigroup.com
3. You will be contacted within 1 - 2 business days regarding your application. **If you have not been contacted after 2 business days, please contact our office at 1-866-760-2623 to confirm we have received your order.**
4. After we have reviewed your forms and documents, we will advise you to send the original forms and copies of documents to our office at
5. IMMIGROUP will book the interview at the nearest US Embassy or Consulate.
6. Attend the appointment with, your child, and the completed passport application and supporting documentation.
7. Receive your child's new passport in the mail.

DOCUMENT CHECKLIST

- IMMIGROUP ORDER FORM**
- COMPLETED DS-11**
(Duly completed but not signed)
- ORIGINAL MOST RECENT PASSPORT BOOK OR CARD**
- 2 U.S. PASSPORT PHOTOS**
- PHOTO ID & PHOTOCOPY OF THAT ID**
- PROOF OF US CITIZENSHIP**
 - birth certificate
 - naturalization certificate
 - citizenship certificate
- STATEMENT OF CONSENT**
- STATEMENT OF SPECIAL FAMILY CIRCUMSTANCES**
 - if applicable

FEES AND PROCESSING TIMES

REGULAR SERVICE

\$175 USD

EXPEDITED SERVICE

\$300 USD

(3 weeks on average)

All fees charged at the current exchange rate.

GOVERNMENT FEES

- Passport Book and Card: \$120 USD
- Passport Book Only: \$105 USD
- Passport Card Only: \$40 USD
- \$60 fee for all expedited applications

Passport fees payable at the US consulate by cash, money order (inUSD), or credit card (MasterCard, VISA only).

Average processing time is 4-6 weeks, subject to change without notice.

CONTACT INFORMATION

Email Address:

Phone Number:

CREDIT CARD INFORMATION

We accept Visa, Mastercard, American Express, bank drafts, and bank transfers

Cardholder Name:

Card Number:

Expiry Date (mm/yy)

CVV Code:

I agree to pay these charges

Cardholder Signature:

DISCLAIMER

Applicant must sign below

- * By signing below I assert that I have read and agreed to the terms and conditions as listed on <https://www.immigroup.com/terms-conditions> and agree to the following conditions:
- * Immigroup Inc is not responsible for applications that are rejected.
- * All fees are non-refundable once applications are submitted to the government.
- * I agree to being charged the total fees corresponding with my required service
- * I assert that I am applying for my documents using Immigroup as my representative
- * Government fees can be higher than stated on this application

SIGN HERE:

Name of Applicant (Last, First, & Middle) _____ Date of Birth (mm/dd/yyyy) _____

10. Parental Information
Mother/Father/Parent - First & Middle Name _____ Last Name (at Parent's Birth) _____

Date of Birth (mm/dd/yyyy) _____ Place of Birth _____ Sex Male Female U.S. Citizen? Yes No

Mother/Father/Parent - First & Middle Name _____ Last Name (at Parent's Birth) _____

Date of Birth (mm/dd/yyyy) _____ Place of Birth _____ Sex Male Female U.S. Citizen? Yes No

11. Have you ever been married? Yes No *If yes, complete the remaining items in #11.*

Full Name of Current Spouse or Most Recent Spouse _____ Date of Birth (mm/dd/yyyy) _____ Place of Birth _____

U.S. Citizen? Yes No Date of Marriage (mm/dd/yyyy) _____ Have you ever been widowed or divorced? Yes No Widow/Divorce Date (mm/dd/yyyy) _____

12. Additional Contact Phone Number _____ Home Cell Work **13. Occupation (if age 16 or older)** _____ **14. Employer or School (if applicable)** _____

15. Height _____ **16. Hair Color** _____ **17. Eye Color** _____ **18. Travel Plans**
Departure Date (mm/dd/yyyy) _____ Return Date (mm/dd/yyyy) _____ Countries to be Visited _____

19. Permanent Address - *If P.O. Box is listed under Mailing Address or if residence is different from Mailing Address.*

Street/RFD # or URB (No P.O. Box) _____ Apartment/Unit _____

City _____ State _____ Zip Code _____

20. Emergency Contact - *Provide the information of a person not traveling with you to be contacted in the event of an emergency.*

Name _____ Address: Street/RFD # or P.O. Box _____ Apartment/Unit _____

City _____ State _____ Zip Code _____ Phone Number _____ Relationship _____

21. Have you ever applied for or been issued a U.S. Passport Book or Passport Card? Yes No *If yes, complete the remaining items in #21.*

Name as printed on your most recent passport book _____ Most recent passport book number _____ Most recent passport book issue date (mm/dd/yyyy) _____

Status of your most recent passport book: Submitting with application Stolen Lost In my possession (if expired)

Name as printed on your most recent passport card _____ Most recent passport card number _____ Most recent passport card issue date (mm/dd/yyyy) _____

Status of your most recent passport card: Submitting with application Stolen Lost In my possession (if expired)

PLEASE DO NOT WRITE BELOW THIS LINE - FOR ISSUING OFFICE ONLY

Name as it appears on citizenship evidence _____

- Birth Certificate SR CR City Filed: _____ Issued: _____
- Nat. / Citiz. Cert. USCIS USDC Date/Place Acquired: _____ A# _____
- Report of Birth Filed/Place: _____
- Passport C/R S/R Per PIERS #/DOI: _____
- Other: _____
- Attached: _____



* DS 11 C 09 2013 2 *

P/C of Citiz P/C of ID DS-71 DS-3053 DS-64 DS-5520 DS-5525 PAW NPIC IRL Citiz W/S

