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Toll Free: 800-689-1388 / Toll Fax: 800-687-1388 Phone: 415-437-1388  
Email: [info@passportdepot.com](mailto:info@passportdepot.com) <http://www.passportdepot.com>

## Customer Information Form - Passports

Applicant's Full Name: \_\_\_\_\_

Applicant's Date of Birth: \_\_\_\_\_

Company Name (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

### **Shipping Information** (If Different From Above)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_

**Travel Information**

U.S. Departure Date: \_\_\_\_\_

Traveling To: \_\_\_\_\_

**Indicate Proof of Departure included:**

- 1) Copy of Plane Ticket or Itinerary
- 2) Business Letter

**Return Shipping of Passport**

- Overnight delivery **(add \$49.00)**
- Saturday Delivery **(add \$69.00)\***  
 \*(Sat. Delivery not available in all zip codes, check with FedEx)

**Service Requested**

Please check one of the following:

- Urgent Expedited Service **(Call 1-800-689-1388 for rates)**
- Quick Expedited Service **(Call 1-800-689-1388 for rates)**
- Regular Expedited Service **(Call 1-800-689-1388 for rates)**

**Payment Information**

**For Government:**

Check or Money Order

**Government Fee:** Payable to **US Department of State** \$ \_\_\_\_\_  
(Please include Date of Birth on Check)

**NOTE:** Please include this payment **SEPARATELY** from the Passport Depot fee below.

**For Passport Depot:**

Money order or Business check

Credit Card

**Passport Depot Fee:** Payable to **Passport Depot** \$ \_\_\_\_\_

Shipping: \$ \_\_\_\_\_

Total: \$ \_\_\_\_\_

**If Paying by Credit Card**

Payment Type:

Visa       MasterCard       Discover       American Express

Credit Card Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Expiration: \_\_\_\_ / \_\_\_\_

**Billing Information**

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

**FedEx Information**

Fedex Tracking Number: \_\_\_\_\_ Date Sent: \_\_\_\_\_

I authorize Passport Depot to charge the TOTAL AMOUNT DUE to my credit card.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Upon completion of this form and signing it, please PRINT this document by clicking CTRL+P or the by clicking on the printer icon and mail directly to:

**PASSPORT DEPOT**  
Toll Free: 800-689-1388 / Toll Fax: 800-687-1388  
Phone: 415-437-1388

All information is kept strictly confidential and will not be shared or sold to any third party agency in accordance the laws and regulations stated on Passport Depot's Privacy Policy.