



**CKGS Application Centre**

**CKGS Order Form (Visa)**

(Applicants applying for Visa **by Post** need to fill out and attach this form with supporting documents. Only one Order Form per applicant. Application without this form duly filled and signed cannot be processed)

Name of the Applicant: \_\_\_\_\_

Passport No: \_\_\_\_\_ Nationality: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

CKGS Center as per jurisdiction (circle one):

Washington D.C. / Atlanta / Chicago / Houston / New York / San Francisco

**Please tick the appropriate boxes below**

**Application for Visa processing service**

I hereby place my order with CKGS to process my Visa application. The service agreement is governed by the general terms and conditions of CKGS on [www.in.ckgs.com](http://www.in.ckgs.com). I have read the terms and conditions, have understood them and hereby agree to them. CKGS is not responsible for the grant or rejection of my Visa application.

**Category (Please tick only one):**

- Business Visa
- Transfer of Business Visa
- Conference Visa
- Employment Visa
- Entry Visa
- Transfer of Entry Visa
- Journalist Visa
- Medical Visa
- Medical Attendant Visa
- Missionary Visa
- Research Visa
- Student Visa
- Surrogacy Visa
- Tourist Visa
- Transfer of Tourist Visa
- Transit Visa

**Visa Fees**

Review fees at [www.in.ckgs.us](http://www.in.ckgs.us)

A. Visa fee	USD
B. ICWF fee	USD 3.00
C. CKGS Service fee	USD 17.00
D. Reference fee – for non-US passport holders residing in the US for less than 2 years (If applicable.)	USD
E. Renunciation fee – (applicable only to those former Indian nationals who are renouncing their Indian Citizenship along with this visa application. Check date of naturalization.)	USD
F. Penalty fee – (if applicable on renunciation of Indian Citizenship. Please refer to the penalty chart under the Renunciation section.)	USD

G. Any other fee as may be applicable	USD
H. Total primary fees applicable = A+B+C+D+E+F+G	USD

\* There will be no refund of the application fee and service charges by the Embassy/ Consulate or CKGS in case of withdrawal of application/passport by the applicant post its submission.

<input type="checkbox"/> <b>I. Application for return of documents by FedEx Courier Service</b>	<b>USD 15.00</b>
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I hereby place my order with CKGS to send documents by courier to the address mentioned below. The service agreement is governed by the general terms and conditions of CKGS. I have read the terms and conditions, have understood them and hereby agree to them. CKGS does not take over any responsibility for the timely delivery by the external service provider or for the loss or damage to documents while the documents are with the external service provider.

**\*Please write the address to which the documents should be returned to in case you wish to order for this service through CKGS**

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

\_\_\_\_\_ **Zip Code** \_\_\_\_\_

<input type="checkbox"/> <b>Prepaid shipping label enclosed with self-addressed label/envelope</b>
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**- Service Provider and Return Airway Bill No. (AWB No.):** \_\_\_\_\_

(No hand-written labels. We don't recommend USPS without tracking)

<b>J = Total Fees payable: H + I</b>	<b>USD</b>
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**Application Payment for the total amount mentioned above in 'J'.**

*Money Order / Cashier's Check should be in favor of "Cox & Kings Global Services USA LLC"*

**Payment Details (Money order / Bank Transfer / Online Transfer / Cashier's Check Details):**

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

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

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