

DOCUMENT PREPARATION SERVICE VIETNAM

THIS IS NOT A VISA APPLICATION FORM

Only complete this Document Preparation Request if you would like VisasDirect to complete your online visa application.

If you would like to proceed with this service there will be an additional fee of \$52.00 excl GST per applicant.

You have two options for submitting the Document Preparation Service Request:

1. Place your order on the VisasDirect website then upload the Document Preparation Service Request securely along with a copy of your passport's biodata page to <http://visasdirect.com.au/upload-forms?service=formfill>. For same day processing we must receive it prior to 2pm AEST. Once VisasDirect has completed your online form we will sent it to you to via encrypted email with instructions on how to decrypt the file so you can sign and return with your application.

2. Submit the Document Preparation Service Request along with the rest of your visa application documents to your local VisasDirect office as per the instructions provided in your application pack. Once VisasDirect has completed your online form we will email it to you to sign. An original signature is required so once signed you will need to return the form to us by post or courier

PURPOSE OF TRIP

PLEASE SELECT YOUR VISA PURPOSE

Business	Seminar	Tourist	Other (please specify)
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PERSONAL DETAILS

LAST NAME		MIDDLE NAME		FIRST NAME	
NAME AS IN PASSPORT				GENDER	
				Male	Female
DATE OF BIRTH	dd/mm/yyyy	PLACE OF BIRTH	Country	NATIONALITY AT BIRTH	NATIONALITY AT PRESENT

CURRENT EMPLOYMENT DETAILS

OCCUPATION

Business person	Student	State and Gov. Official	Other (please specify)
NAME OF EMPLOYER (WORKPLACE)		EMPLOYER ADDRESS	

RELIGION

RELIGION (IF NONE WRITE N/A)

CURRENT RESIDENTIAL ADDRESS

ADDRESS			
CITY	STATE	COUNTRY	POSTAL CODE
PHONE NUMBER		EMAIL ADDRESS	

PASSPORT DETAILS

PASSPORT NUMBER					
TYPE OF PASSPORT					
Ordinary	Seminar	Official/Service	Diplomatic Document Holder	Laissez Passer	Other (please specify)
PASSPORT PLACE OF ISSUE (COUNTRY,ORGANIZATION)		DATE OF ISSUE	dd/mm/yyyy	DATE OF EXPIRY	dd/mm/yyyy

TRAVEL DETAILS

PROPOSED ENTRY DATE INTO VIETNAM	dd/mm/yyyy	PROPOSED FINAL EXIT DATE	dd/mm/yyyy	REQUESTED VISA VALIDITY		
				1 month	3 months	6 months
NUMBER OF ENTRIES		HAVE YOU EVER BEEN TO VIETNAM?		LATEST ENTRY DATE		
Single	Multiple	No	Yes	dd/mm/yyyy		
		Please complete the following				

PROPOSED ADDRESS IN VIETNAM

ADDRESS	CITY
PROVINCE	PHONE NUMBER

SPONSOR INFORMATION

Person (Private visit)	Organisation (Business trip)	Hotel (Tourism)
NAME OF PERSON/ORGANISATION/HOTEL IN VIETNAM		ADDRESS
PHONE NUMBER		

EMERGENCY CONTACT

NAME	ADDRESS
PHONE NUMBER	EMAIL

DECLARATION

I HAVE READ AND UNDERSTAND THE INFORMATION PROVIDED TO ME AT THE BEGINNING OF THE APPLICATION. I AM AWARE OF THE CONDITIONS THAT WILL APPLY TO MY VISA AND THAT I AM REQUIRED TO ABIDE BY THEM.

SIGNATURE	DATE
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