

# It's Easy, Inc.

30 Rockefeller Plaza, Concourse Level, New York, New York, 10012 Tel. (212) 586-8880 Fax. (212) 956-7959

## Letter of Authorization

(Please fill in the blanks and return it to our office with your passport request.  
This Form MUST be inside your sealed government envelope.)

United States Passport Agency

Dear Passport Agency Representative,

I, \_\_\_\_\_, authorize your office to discuss the status of and release my passport to any representative of It's Easy, Inc, my agents in expediting my passport. I fully authorize It's Easy to submit my US Passport Applicant and to retrieve the passport on my behalf and to discuss all matters pertaining to the issuance of my passport with the US Department of State or the US Passport Agency.

Thank you.

Sincerely,

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

**\*CHILD PASSPORT APPLICANT - PARENTS MUST SIGN AND DATE**

\_\_\_\_\_  
Child's Name

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

Departure Date from USA: \_\_\_\_/\_\_\_\_/\_\_\_\_

Countries to be Traveled: \_\_\_\_\_

It's Easy, Inc. acts only as an agent on behalf of the passport applicant. It's Easy, Inc. is not responsible for any delays, lost passports, or any and all materials associated with the process of passport expediting. It's Easy, Inc. is not responsible for the actions of the United States Passport Agency, any shipping company, or any other involved company or agency. Compensation is not available.