

It's Easy, Inc.

30 Rockefeller Plaza, Concourse Level, New York, New York, 10112 Tel. (212) 586-8880 Fax. (212) 956-7959

ORDER FORM

APPLICANT INFORMATION

First Name: _____ Last Name: _____ Date of Birth: ____/____/____

Date of Departure: ____/____/____ Destination: _____ Phone #: (____) _____

Home Address: _____ City: _____

State: _____ Zip: _____ Email: _____

Print specific street address where you would like your completed documents to be sent. (No P.O. Boxes)

Address: _____

City: _____ State: _____ Zip: _____ Phone: (____) _____

PASSPORT SERVICES NEEDED

GOVERNMENT FEE:

(Separate check or money order)

- NEW PASSPORT Government Fee – \$ 160.00
- PASSPORT RENEWAL Government Fee – \$ 135.00
- CHILD PASSPORT Government Fee –\$ 145.00
- LOST PASSPORT Government Fee –\$ 160.00
- PASSPORT AMENDMENT Government Fee - \$ 60.00

IT'S EASY, INC. SERVICE FEE:

(Check or Money Order – NO STARTER CHECKS ACCEPTED)

- NEXT DAY Service Fee - \$250.00
- TWO DAYS Service Fee -\$175.00
- FOUR DAYS Service Fee -\$150.00
- ONE WEEK Service Fee -\$100.00
- NON RUSH Service Fee - \$35.00

RETURN

- OVERNIGHT SHIPPING - \$ 20.00
- SATURDAY SHIPPING - \$ 30.00
- FIRST OVERNIGHT - \$ 55.00
- INCLUDED PRE-PAID AIRBILL
- FEDEX/UPS/DHL Account # _____

PAYMENT INFORMATION (Fees should be paid by Personal Check or Money Order)

(GOVERNMENT FEE IS PAYABLE TO "US DEPARTMENT OF STATE")

It's Easy, Inc. Service Fees and all Shipping Fees can be combined in one check or money order.

Government Fee: _____

It's Easy, Inc. Service Fee: _____

Shipping Fee _____

Total Fee: _____