

MANDATORY ORDER FORM

Fully complete this form and submit with your application. Processing will be held if items are missing or incomplete.

SECTION 1. CONTACT INFORMATION

NAME		TELEPHONE	
E-MAIL		E-mail address will be used to provide vital passport tracking information as well as periodic travel updates & payment invoice	

SECTION 2. TYPE OF VISA TO BE PROCESSED (COMPLETE MULTIPLE LINES IF APPLYING FOR MORE THAN ONE VISA)

VISA 1	 HINT: LIST ABOVE THE COUNTRY FOR APPLICATION, CATEGORY (TOURIST, BUSINESS, WORK, ETC) AND TYPE (SINGLE, DOUBLE OR MULTIPLE) OF VISA	/ COST	 +
VISA 2	 HINT: LIST ABOVE THE COUNTRY FOR APPLICATION, CATEGORY (TOURIST, BUSINESS, WORK, ETC) AND TYPE (SINGLE, DOUBLE OR MULTIPLE) OF VISA	/ COST	 +
VISA 3	 HINT: LIST ABOVE THE COUNTRY FOR APPLICATION, CATEGORY (TOURIST, BUSINESS, WORK, ETC) AND TYPE (SINGLE, DOUBLE OR MULTIPLE) OF VISA	/ COST	 =

THIS BOX IS FOR INTERNAL OFFICE USE ONLY

TOTAL VISA COST

SECTION 3. OPTIONS FOR RETURNING YOUR PASSPORT TO YOU - PLEASE MAKE ONE SELECTION

- ☐ **PICK-UP AT OFFICE - \$0**
- ☐ **PRE-PAID - \$0** RETURN ADDRESS: (IF PAYING FOR RETURN)
- ☐ **FEDEX OVERNIGHT US - \$30** ADD \$20 FOR SAT DELIVERY. SOME RURAL LOCATIONS COST MORE
- ☐ **FEDEX OVERNIGHT CAN - \$50**
- ☐ **INTERNATIONAL - \$110+** SOME RURAL LOCATIONS COST MORE

Absolute latest date by which you must have your documents returned to you

RETURN SHIPPING

TOTAL RETURN COST

 RECIPIENT'S NAME		
 ADDRESS		
 CITY	 COUNTRY	 POST CODE
 THIRD PARTY PICKUP: PROVIDE NAME		

SECTION 4. PAYMENT FOR YOUR VISA APPLICATIONS

PLEASE MAKE A PAYMENT BY CHECK PAYABLE TO RA CONSULTING CORP.

GRAND TOTAL AMOUNT

ADD TOTAL VISA COST AND TOTAL RETURN COST FOR GRAND TOTAL

By using the services of Visa Center, I authorize to handle my personal information and my passport/other documents and particulars / to a foreign diplomatic mission in Canada & US for the purpose of acquiring a visa or other consular document. By signing this document, I accept in whole the following terms, conditions and limitations: Visa Center can not and does not guarantee a visa will be issued by a diplomatic office, as this is the sole prerogative of the foreign government. Visa Centre does not bear liability for the safety or security of your passport/document once the passport has entered the diplomatic grounds or passed into the control of a courier for return delivery. Visa Center is not liable for any stolen or lost passport, and has no liability for late delivery of passports and visas, and Visa Center does not bear any financial, legal or other obligations whatsoever for client ticket or other purchases, down payments, bookings or any kind of travel or other arrangements that were done prior to the issuance of visa or what may be affected by processing times or denial of visa. Visa Center does not bear any financial (or otherwise) responsibility from issues arising from errors and improper issuance of visas by the consulates; for losses resulting from, and does not compensate for travel expenses arising from any of the above. Visa Center will charge \$50.00 per passport for cancelled visa applications after the documents have been received for processing. I understand and fully accept the above mentioned. BY SIGNING BELOW YOU AGREE ABOVE CONDITIONS & CHARGES PROCESSED TO YOUR CARD IF PAYMENT IS BY CREDIT CARD. UNSIGNED FORMS WILL NOT BE PROCESSED.

SIGNATURE

CURRENT DATE

ADD TOTAL VISA COST TO TOTAL RETURN COST

SMS (Text) Notifications Application Form

Last Name	
First Name	
Cell Phone Number	
Name of the provider (Bell, Rogers, etc.)	

We shall be using the data provided by you in your SMS application form solely and exclusively to send your application status by SMS to your registered mobile number, and to send you these details also by e-mail at the indicated e-mail address. We may also provide your information to any government or government agency in connection with the processing of your application. **BY SIGNING THIS FORM YOU ARE NOTIFYING US THAT YOU CONSENT TO RECEIVING THIS INFORMATION BY SMS AND E-MAIL.** Please note that if you give your consent, you have the right at any time to withdraw this consent by notifying us at **VisaCenter by email info@visacenter.ca.**

Disclaimer and Terms and Conditions

1. The Short Messaging Service ('SMS') provided to Visa Applicants is to update on current status to the applicant with regards to Visa Application Process. The information provided by SMS is based among others on the information provided by the Embassy/Consulate. While VisaCenter ensures that information is made available to the visa applicant promptly and accurately, the Visa Applicant shall at all times be responsible for providing and maintaining an SMS text compatible mobile phone number where VisaCenter can send text messages regarding the status of the Visa Application to the Visa Applicant. The Visa Applicant is responsible for ensuring connection to a mobile network capable of receiving the SMS Services. The Visa Applicant understands that if The Visa Applicant 's mobile phone is switched off, disconnected for any reasons or is out of coverage for a period of 24 hours or more, The Visa Applicant's mobile network provider may delete any SMS messages to be received by The Visa Applicant.
2. The Visa Applicant confirms that the Visa Applicant has provided the accurate mobile number for receiving SMS and that the Visa Applicant is the owner or its legitimate user, or that the Visa Applicant has the consent of the owner or legitimate user, of the mobile phone using for the Services. The Visa Applicant acknowledges that using another person's mobile phone/providing inaccurate mobile phone number/unauthorized use of mobile phone number for receiving the SMS may entail disclosure of Visa Applicant 's confidential information which disclosure shall be at the sole risk of the Visa Applicant
3. The Services, once obtained, will be available to the Visa Applicant from the time of application till complete processing of the application or such other period as VisaCenter may advise via our website located at www.VisaCenter.ca . VisaCenter reserves the right to withdraw this service at any time and without notice.
4. The Visa Applicant must not use (or permit any third party to use) the SMS Service to send any message or communication which is Spam, illegal, offensive, abusive, indecent, obscene or menacing or causes annoyance, inconvenience or needless anxiety or infringes the rights of third parties. VisaCenter reserves the right to withdraw the SMS service to such Visa Applicant if The Visa Applicant is in breach of this paragraph 4. VisaCenter may also withdraw the Services if VisaCenter in its sole discretion apprehends that the SMS service is being used for such purposes.
5. For operational reasons VisaCenter may vary the technical specification of the Services with or without notice. In the event of any change to the Service these Terms and Conditions is to be treated as varied accordingly.
6. The time to deliver the SMS is dependent on several factors such as upon the traffic on the mobile network and whether The Visa Applicant mobile phone is within reach and switched on and cannot therefore be guaranteed by VisaCenter. VisaCenter is not a mobile network operator and does not guarantee the delivery of SMS text messages.
7. The Visa Applicant acknowledges that the SMS Services may, at any time, be adversely affected by problems with The Visa Applicant mobile phone network, type of mobile account, force majeure events including, without limitation, interference to the network coverage. VisaCenter is not responsible or liable to The Visa Applicant for any loss, damage or expenses incurred directly or indirectly by The Visa Applicant as a result of any difficulties experienced by the Visa Applicant's mobile phone service provider. Subject to the constraints described within this paragraph 7, VisaCenter shall carry out the services with reasonable care and skill.
8. If The Visa Applicant does not receive SMS relating to these Services, the Visa Applicant should inform VisaCenter through email.
9. The SMS service delivers the Visa Application Status based on the information received by VisaCenter from Embassy/Consulate.
10. The Visa Applicant agrees to comply with all instructions we may give concerning the Services, including any security instructions. We will be entitled to treat any failure by Visa Applicant themselves to comply with these instructions as a breach of these Terms and Conditions, which will entitle us to deny Visa Applicant access to the Services.
11. The Visa Applicant is responsible for paying charges for the message origination. Charges once paid for SMS service will not be refunded under any circumstances.
12. The Visa Applicant shall at its sole risk be responsible for taking all reasonable steps to prevent unauthorized persons gaining access to the Services.
13. While VisaCenter takes every precaution transmission of information to transmit information. VisaCenter shall not be responsible or liable for any unforeseen events and circumstances beyond the reasonable control of VisaCenter.
14. VisaCenter may in its sole discretion temporarily suspend the provision of the Services if such provision could materially affect the quality of any telecommunications service, including the Services, provided by VisaCenter.
15. VisaCenter specifically excludes all liability of any kind (including negligence) in respect of any third party information or other material made available on, or which can be accessed using SMS text services.

I have read and understood the Disclaimer and the terms and conditions contained therein and agree to abide by the same.

Signature of the Visa Applicant: _____

Date: _____ **Place:** _____

REGISTRATION WITH US EMBASSIES

The world unfortunately is not a safe place. When you travel abroad and surrounded by foreign environment many situations, in some cases hostile may arise, like terrorist attacks, banditry or even war. Plus there are natural disasters and catastrophes.

Visacenter.us can help you to make your contact information in the country where you are traveling available to US Embassy/Consular officials responsible for helping Americans abroad.

What is the registration?

Upon your request the Department of State in Washington DC will be provided with your major contact information in the country of your travel. In the event there is a need to contact Americans to offer urgent advice or evacuation during a natural disaster or civil unrest, US Embassy/Consulate contacts all registered US citizens in that country. U.S. consular officers assist Americans who encounter serious legal, medical, or financial difficulties.

OFFICIAL REGISTRATION IS RECOMMENDED for **ALL Americans** traveling abroad for business or pleasure, or residing abroad, irrespectively of the length of travel.

It is best to register **BEFORE the start of the trip.**

What should I do to register?

To register, you are required to fill-out short US Embassy Registration Request Form with your basic contact and travel information.

What is the cost?

The cost of **peace of mind** is just USD10.00 per person.

☐ *Yes, I want to register and agree that Visacenter.us submits on my behalf my data exactly as provided by myself on the form for US Embassy Registration service by The Bureau of Consular Affairs of the US Department of State and agree that for this act the charge of CAD 10.00 be added to the total payment for my visa services order.*

Signature: _____ **Date:** _____

Next step:

→ Please, fill-out the following US Embassy Registration Request Form

US EMBASSY REGISTRATION REQUEST FORM

BASIC INFORMATION

FIRST NAME
LAST NAME
DATE OF BIRTH GENDER ☐ M / ☐ F
MONTH DAY YEAR
CITIZENSHIP

PASSPORT

PASSPORT NUMBER
PASSPORT DATE OF ISSUE
MONTH DAY YEAR
PASSPORT DATE OF EXPIRATION
MONTH DAY YEAR

HOME RESIDENCE

ADDRESS 1
ADDRESS 2
CITY STATE
ZIP CODE CONTACT EMAIL ADDRESS

DESTINATION INFORMATION

COUNTRY
PURPOSE OF VISIT
DESTINATION DATE OF ARRIVAL
MONTH DAY YEAR
DESTINATION DATE OF DEPARTURE
MONTH DAY YEAR
TYPE of RESIDENCE ☐ HOTEL ☐ HOME ☐ SCHOOL ☐ OTHER
ADDRESS at DESTINATION
 CITY
PHONE NUMBER AT DESTINATION

Note: If you have more than one destination please, provide details on a separate sheet of paper.

DATE:
MONTH DAY YEAR

SIGNATURE:

INCLUDE THE FOLLOWING DOCUMENTS:

Montenegro Visa Requirements



prijemni štambilj
stamp of receipt
cachet de reception

fotografija
photo
photo
35 x 45 mm

ZAHTJEV ZA VIZU VISA APPLICATION DEMANDE DU VISA

IZDAVANJE ☐
ISSUANCE
DÉLIVRANCE

PRODUŽENJE ☐
EXTENSION
PROROGATION

1.	Prezime (bivše odnosno rođeno prezime) Surname (also maiden surname for married women) Nom (aussi nom de jeune fille pour les femmes mariées)		Popunjava službeno lice To be filled out by official person A remplir par le fonctionnaire
2.	Ime / Given name(s) / Prénom(s)		
3.	Ime oca i majke / Given name(s) of father and mother / Prénom(s) du père et de la mère		
4.	Datum rođenja / Date of birth / Date de naissance		Datum obrade zahtjeva Date application Date d'introduction de la demande
5.	Mjesto i država rođenja / Place and country of birth / Lieu et pays de naissance		
6.	Sadašnje državljanstvo/ državljanstva / Current nationality/nationalities / Nationalité/nationalités actuelle		
7.	Državljanstvo pri rođenju / Original nationality (nationality at birth) / Nationalité d'origine (à la naissance)		Potpis službenog lica File handled by Responsable du dossier
8.	Pol / Sex / Sexe	☐ Muški / Male / Masculin ☐ Ženski / Female / Féminin	
9.	Bračno stanje Marital status Situation de familiale	☐ Neoženjen/neudata / Single / Célibataire ☐ Oženjen/udata / Married/ Marié(e) ☐ Razveden(a) / Divorced/ Divorcé(e) ☐ Odvojen(a) / Separated/ Séparé(e) ☐ Udovac(a) / Widow(er)/ Veuf(veuve) ☐ Ostalo / Other/ Autre	Priložena dokumentacija Supporting documents Documents justificatifs Važeći pasoš Valid passport Passeport en cours de validité
10.	Vrsta putne isprave Type of passport Type de passeport	☐ Običan pasoš / National passport / Passeport ordinaire ☐ Diplomatski pasoš / Diplomatic passport / Passeport diplomatique ☐ Službeni pasoš / Service passport / Passeport officiel ☐ Putna isprava po Konvenciji iz 1951. Travel document (1951 Convention) Document de voyage selon la Convention de 1951 ☐ Putna isprava po Konvenciji iz 1954. Travel document (1954 Convention) Document de voyage selon la Convention de 1954 ☐ Druga putna isprava (navesti koja) Other travel document (please specify) Autre document de voyage (Priete de specifier lequel)	☐ Novčana sredstva za izdržavanje Financial means Moyens financiers ☐ Poziv Invitation Invitation ☐ Način putovanja Means of transport Moyens de transport ☐ Putno osiguranje Travel insurance Assurance voyage
11.	Broj putne isprave / Number of passport / Numero du document de voyage		☐ Drugo Other Autres
12.	Izdato od / Issued by / Delivre par		
13.	Datum izdavanja / Date of issue / Date de delivrance		Viza Visa
14.	Rok važenja / Valid until / Date d'expiration de la validité		
15.	Broj lične karte (nije obavezno) / ID-number (optional) / Numero de carte d'identité (facultatif)		☐ Odbijena Refused Refusé
16.	Ako boravite u zemlji koja nije vaša zemlja porijekla, imate li dozvolu za povratak ? If you reside in a country other than your country of origin, have you permission to return to that country? Si vous résidez dans un pays autre que votre pays d'origine, êtes-vous autorisé(e) à retourner dans ce pays? ☐ NE / NO / NON ☐ DA (broj i važenje) YES (number and validity) OUI (Numero et validité)		☐ Odobrena Approved Accordé

17.	Zanimanje / Current occupation / Occupation actuelle		Vrsta vize Type of visa Type de visa ☐ A ☐ B ☐ C ☐ D
18.	Poslodavac (naziv, adresa, broj telefona), za studente/učenike naziv i adresa škole Employer and employers address and telephone number. For students, name and address of school. Employeur, adresse et numero de telephone de l'employeur. Pour les etudiants, nom et adresse de l'établissement d'enseignement.		
19.	Država odredišta / Main destination / Destination principale		
20.	Druge vize izdate u posljednje tri godine i period njihovog važenja Other visas (issued during the past three years) and their period of validity Autres visas (délivrés au cours des trois dernières années) et leur durée de validité		Broj ulazaka Number of entries Nombre d'entrées ☐ 1 ☐ 2 ☐ N
21.	U slučaju tranzita, imate li dozvolu ulaska u treću zemlju? In the case of transit, have you an entry permit for the final country of destination? En cas de transit, avez-vous une autorisation d'entrée dans le pays de destination finale?		Rok važenja Period of validity Période de validité
22.	Vrsta vize Type of visa Type de visa	☐ Aerodromsko-tranzitna (A) / Airport transit (A) / Transit aéroportuaire (A) ☐ Tranzitna (B) / Transit (B) / Transit (B) ☐ Putna (C) / Travel (C) / De voyage (C) ☐ Viza na duži boravak (D) / Long stay visa (D) / Visa pour long séjour (D) ☐ Individualna / Individual / Individuel ☐ Kolektivna / Collective / Collectif	od from du do to au
23.	Broj ulazaka Number of entries Nombre d'entrées demandées	☐ Jedan / One / Une ☐ Dva / Two / Deux ☐ Neograničen / Multiple / Multiples	Trajanje boravka Duration of stay Durée du séjour
24.	Trajanje boravka / Duration of stay / Durée de séjour dana / days / jours		
25.	Svrha putovanja Purpose of travel But de voyage	☐ Službeno / Official / Officielle ☐ Turizam / Tourism / Tourisme ☐ Kultura/sport / Cultural/Sports / Culture/sport ☐ Poslovno / Business / Affaires ☐ Privatna posjeta / Visit to Family or Friends / Visite à la famille ou ou à des amis ☐ Zdravstveni razlozi / Medical reasons / Raisons médicales ☐ Ostalo (molimo navesti) / Other (please specify) / Autres (à préciser)	Dana Days Jours Napomene Remarks Remarques
26.	Fizičko ili pravno lice koje posjećujete (ime, adresa, broj telefona i faksa, e-mail) Natural or legal person you are visiting (Name, address, telephone, e-mail) Personne physique ou personne civile que vous visitez (Nom, adresse, téléphone, e-mail)		
27.	Adresa boravka u Crnoj Gori Address where you will be staying in the Montenegro Adresse du séjour de la Monténégro		
28.	Ko snosi troškove putovanja i boravka? Who is paying for your costs of travelling and for your costs of living during your stay? Qui finance le voyage et subvient à vos besoins durant votre séjour? ☐ Lično / Myself / Moi-meme ☐ Fizičko lice/pozivalac / Host person(s) / Hote(s) ☐ Pravno lice (koje i kako) / Host company (state who and how) / Société hôte (indiquer les nom et modalités)		
29.	Novčana sredstva za izdržavanje Means of support during your stay Moyens de financement utilisés au cours du séjour	☐ Gotovina / Cash / Argent liquide ☐ Putnički čekovi / Travellers cheques / Cheques de voyage ☐ Kreditne kartice / Credit cards / Cartes de crédit ☐ Smještaj / Accomodation / Hébergement ☐ Drugo / Other / Autres ☐ Putno i/ili zdravstveno osiguranje. Važi do Travel and/or health insurance. Valid until Assurance voyage et/ou assurance maladie. Valable jusqu'au:	
30.	Datum dolaska / Date of arrival / Date d'arrivée		
31.	Datum odlaska / Date of departure / Date de départ		
32.	Način putovanja / Means of transport / Moyens de transport		

33.	Ime bračnog druga / Spouses first name / Nom de famille du conjoint		
34.	Prezime bračnog druga / Spouses family name / Nom de famille du conjoint		
35.	Prezime bračnog druga pri rođenju Spouses family name at birth Nom de famille du conjoint à la naissance		
36.	Datum rođenja bračnog druga / Spouses date of birth / Date de naissance du conjoint		
37.	Mjesto rođenja bračnog druga / Spouse place of birth / Lieu de naissance du conjoint		
38.	Djeca Children Enfants	Ime i prezime Name and first name Nom - Prénom	Datum rođenja Date of birth Date de naissance
	1.		
	2.		
	3.		
39.	Pri punoj svijesti izjavljujem i pristajem na sljedeće: svi moji lični podaci koji se navode na ovom obrascu zahtjeva za vizu prosljeđiće se, ako je potrebno, na rješavanje i provjeru nadležnim organima Crne Gore, u cilju odlučivanja o ovom zahtjevu. Na moje izričito traženje, organ koji odlučuje o mom zahtjevu obavijestiće me o načinu, propisanom crnogorskim zakonodavstvom, na koji mogu ostvariti pravo na provjeru svojih ličnih podataka, te njihovu izmjenu ili brisanje, naročito ako bi bili netačni. Izjavljujem da su svi podaci koje sam naveo/la u ovom obrascu istiniti i tačni. Svjestan sam da će bilo koja lažna izjava imati za posljedicu odbijanje mog zahtjeva ili poništenje već izdate vize. Obavezujem se da ću napustiti državnu teritoriju Crne Gore po isteku roka važenja vize, ako mi viza bude izdata. Obaviješten sam da je viza samo jedan od uslova za ulazak na državnu teritoriju Crne Gore. Svi uslovi za ulazak ponovo će biti provjereni pri ulasku na državnu teritoriju Crne Gore. I am aware of and consent to the following: any personal data concerning me which appear on this visa application form will be supplied to the relevant authorities of Montenegro and processed by those authorities. At my express request, the consular authority processing my application will inform me of the manner in which i may exercise my right to check the personal data concerning me and have them altered or deleted, in particular, should they be inaccurate. I declare that to the best of my knowledge all particulars supplied by me are correct and complete. I am aware that any false statements will lead to my application being rejected or to the annulment of a visa already granted. I undertake to leave the territory of Montenegro upon the expiry of the visa, if granted. I have been informed that possession of a visa is only one of the prerequisites for entry the territory of the Montenegro. The prerequisites for entry will be checked again on entry into Montenegro. <i>En connaissance de cause, j'accepte que les données à caractère personnel me concernant qui figurent sur le présent formulaire de demande de visa soient communiquées aux autorités compétentes du Monténégro pour que celles-ci puissent en prendre décision.</i> <i>A ma demande expresse, l'autorité consulaire qui a instruit ma demande m'informera de la manière dont je peux exercer mon droit à vérifier les données à caractère personnel me concernant et à les faire modifier ou supprimer, notamment si elles sont inexacts.</i> <i>Je déclare qu'à ma connaissance toutes les indications, que j'ai fournies sont correctes et complètes.</i> <i>Je suis conscient de ce que toute fausse déclaration entraînera le rejet de ma demande ou l'annulation du visas s'il a déjà été délivré.</i> <i>Je m'engage à abandonner le territoire national du Monténégro pour à l'échéance de la période de validité du visa, au cas où le visa me serait accordé.</i> <i>Je suis également informé (e) que le visa n'est qu'une condition préalable pour entrer en territoire du Monténégro. Toutes les conditions préalables seront vérifiées de nouveau à l'occasion de l'entrée en territoire national du Monténégro.</i>		
40.	Adresa podnosioca zahtjeva / Applicants home address / Domicile d'origine du demandeur		
41.	Broj telefona podnosioca zahtjeva / Telephone number / Numéro de téléphone		
42.	Datum i mjesto / Place and date / Lieu et date		
43.	Potpis podnosioca zahtjeva (za maloljetne zakonskog zastupnika) Signature (for minors, signature of custodian/guardian) Signature (pour les mineurs, signature de la personne qui en a la garde/ la tutelle)		