



i2visa Order Form

Copyright©2013-2021 i2visa UK Ltd
 Company number: SC464380
 Whatsup: 07546905394
 Tel: 01314607023

1. Checklist of Authenticating UK Documents for use in **United Arab Emirates**

Please Cross 'x' in the Appropriate Box '☐' (Item with "*" must be provided)!		Confirmation								
Copy of Passport*	TWO copies of your passport photo page only (no original passport)	<input type="checkbox"/>								
UK Document(s)*	UK <u>original</u> and <u>photocopy</u> of the document(s) required individually	<input type="checkbox"/>								
i2visa Order Form*	i2visa order form can be completed by hand.	<input type="checkbox"/>								
Full Service: Regular Service up to 15 working days	1) Certified by our notary public; 2) Legalised by FCDO (an apostille Certificate attached); 3) Authenticated by UAE Embassy; 4) Scanning Service upon request; 5) Shipment Service	One Document (£208) <input type="checkbox"/> Two Documents (£348) <input type="checkbox"/> Three Documents (£468) <input type="checkbox"/>								
Part Service: Regular Service up to 8 working days	1) Authenticated by UAE Embassy (Requirement: An apostilled certificate attached to the document.) 2) Scanning Service upon request; 3) Shipment Service	One Document (£118) <input type="checkbox"/> Two Documents (£198) <input type="checkbox"/> Three Documents (£278) <input type="checkbox"/>								
Commercial Documents only	The extra charge based on the above appropriate fee for personal documents (Ex. THREE commercial documents – extra £ N/A ☐)	One Document (£ N/A) <input type="checkbox"/> Two Documents (£ N/A) <input type="checkbox"/>								
Delivery Option	Recorded Mail Delivery for UK/Ireland delivery; DHL Courier Service to the world: up to 5 working days;) Self-arranged Delivery (£0) ☐	To UK/Ireland (£10) <input type="checkbox"/> To UAE/Others (£45) <input type="checkbox"/>								
Your Request	Please tick the following box for us to notarise the <u>original</u> or <u>copied</u> UK document(s):									
	• Original Degree/TEFL or TESOL Certificate/Background Check Certificate	<input type="checkbox"/>								
	• Photocopy of Degree Certificate and/or TEFL/TESOL Certificate	<input type="checkbox"/>								
	• Other Request: _____									
Payment Option 1:	Account Number: 20020445 Sort Code: 82-45-05 Reference: Your Full Name	Payment Date: _____								
Payment Option 2:	Enclosed Cash* <input type="checkbox"/> Enclosed Cheque* <input type="checkbox"/> Enclosed Postal Order* <input type="checkbox"/> --- Pay to 'i2visa UK Ltd'									
Post or Courier all required documents to i2visa's Edinburgh Office (Express or Urgent service is optional.)	<p align="center">Please mail all the above required documents to: i2visa UK Ltd, Forth House, 28 Rutland Square, Edinburgh, EH1 2BW, UK</p> <table border="1"> <tr> <td>Express Service (based on regular service)</td> <td>Extra £58 (1 doc) <input type="checkbox"/></td> <td>£108(2 docs) <input type="checkbox"/></td> <td>£158 (3 docs) <input type="checkbox"/></td> </tr> <tr> <td>Urgent Service (based on above service)</td> <td>Extra£108(1 doc) <input type="checkbox"/></td> <td>£158 (2 docs)<input type="checkbox"/></td> <td>£208 (3 docs) <input type="checkbox"/></td> </tr> </table> <p>Timescale in Full Service: 12 working days(Express Service); 9 working days(Urgent Service)</p>		Express Service (based on regular service)	Extra £58 (1 doc) <input type="checkbox"/>	£108(2 docs) <input type="checkbox"/>	£158 (3 docs) <input type="checkbox"/>	Urgent Service (based on above service)	Extra£108(1 doc) <input type="checkbox"/>	£158 (2 docs) <input type="checkbox"/>	£208 (3 docs) <input type="checkbox"/>
Express Service (based on regular service)	Extra £58 (1 doc) <input type="checkbox"/>	£108(2 docs) <input type="checkbox"/>	£158 (3 docs) <input type="checkbox"/>							
Urgent Service (based on above service)	Extra£108(1 doc) <input type="checkbox"/>	£158 (2 docs) <input type="checkbox"/>	£208 (3 docs) <input type="checkbox"/>							

2. Contact Details: Please brightly complete the following boxes in print. Please note that the legalised/authenticated/other document(s) will be delivered to the following address (all over the world):

Full name of Applicant and Contact person Country Code (Ex: UK +44) Tel/Mob Number

House/Flat Number/Others Street/Road/Avenue/Others

City or Town Post/Zip Code Country

How did you find us? Please tell us with huge thanks! Email Address

3. Terms and Conditions:

I have read and agree to the terms and conditions of i2visa UK Ltd (www.i2visa.co.uk).

Important Notice:

We will **NOT** process your application of authentication until the receipt of full payment. If you make the payment but withdraw your application, we will take off the **30% of the total amount** as our admin charge according to our refund policy. (i2visa's PayPal registered account: i2visauk@gmail.com – used for **oversea customers only**) Please print on **SINGLE-SIDE of PAPER** for all forms. We also authenticate UK documents for China&Vietnam&Thailand&Qatar&UAE&Egypt&Kuwait&Algeria&Cuba&Jordan&Iraq&Malaysia&Indonesia etc

Signature: _____

Date: _____