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## Corporate Account Application Form

### GENERAL INFORMATION

Company Name: \_\_\_\_\_ Division: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Fax Number \_\_\_\_\_ Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Email: \_\_\_\_\_

### SERVICE NEEDS

Volume of Business: (indicate number) \_\_\_\_\_ # of Passports/Visas per year  
Most frequently requested services: (give breakdown or % of total volume)  
Passport:  \_\_\_\_\_ Visas:  \_\_\_\_\_ Legalization:  \_\_\_\_\_ Other (if applicable):  \_\_\_\_\_  
Frequent Destinations:  
1) \_\_\_\_\_ 2) \_\_\_\_\_  
3) \_\_\_\_\_ 4) \_\_\_\_\_

### SHIPPING SERVICES

Indicate shipping company used:

FedEx  UPS  USPS  Courier Service

### BILLING OPTIONS

Direct Credit Charge To: Corporate Credit Card:  Employee Credit Card:   
Direct Billing: (Corporate Credit Card On File) YES  NO

### APPROVALS

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Signature: \_\_\_\_\_