

Please complete this form in capital letters or with a computer. Return this form by E-Mail or by post to the above-mentioned address.

1. CONTACT DETAILS

Customer

Mrs/Ms Mr

Company : _____
Surname, Name : _____
Street, No. : _____
Postcode, Town : _____
Phone, Mobile : _____
E-Mail Address : _____

Delivery or billing address (if differs from contact details)

Mrs/Ms Mr

Company : _____
Surname, Name : _____
Street, No. : _____
Postcode, Town : _____
Phone : _____

For subsequent changes, we will charge you
an additional fee of **9,00 Euro**

2. VISA APPLICANTS

	Surname, First Name	Nationality	Date of birth	Planned travel date
1. Person	_____	_____	_____	_____
2. Person	_____	_____	_____	_____
3. Person	_____	_____	_____	_____
4. Person	_____	_____	_____	_____

Please note that the normal processing after submission/appointment in the Visacenter is at least three weeks!



3. DELIVERY VISA PACKAGE

You will receive our documents for completion – Please inform us of how you wish to receive the documents

by E-Mail to the address provided above

by Post to the address provided above

4. APPOINTMENT

Please let us know at which Visa Application Center you would like to submit your application

Dusseldorf

Berlin

Munich

The appointments are on weekdays and mainly in the mornings, provide your preferred date for the appointment

Date : _____

We will call you to book your appointment!

5. PAYMENT

Payment by **bank transfer**

You will receive a **preliminary invoice** from our office - advance payment

Payment by **credit card**

We currently accept the following credit cards: **Mastercard** and **Visacard**

Name of the card holder

Credit card number

Card valid until

Fee summary →

The overview of the costs are as follows.
For additional service costs please refer to our price list on our website.

Please select your visa type and service requested.

6. FEE OVERVIEW

PROCESSING FEE + CONSULAR FEE + EXTRA SERVICE FEE = TOTAL AMOUNT

PROCESSING FEE

*This fee is our processing fee
(Consultation, completion of your application, appointment booking)*

Service fee for the main applicant	199,00 €
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CONSULAR FEES

The consulate fee is the total processing fee for your visa application. This fee includes the consular processing fee, the Visa Application Center fee and the Visa Application Center scan fee.

The visa is free of charge but the Visacenter will charge a scan fee for scanning your application documents! Fees will not be refunded if your application is refused!

Visa – Validity of visa will be determined by the consulate (Fee = Scan Fee + VAC)	100,00 €
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CONSULAR EXTRA SERVICES

You have the possibility to book additional services.

The following service costs are normally without VAT and will be charged by the British Authorities!

Courier Return

Applicants can choose to have their passport returned to them by courier at the end of the application process. Otherwise the passport must be collected in person.

<input type="checkbox"/>	30,00 €
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PRIORITY Processing

You can pay for a Priority Visa service for your visit, work or study application. This will put your application at the front of the queue at every stage of the decision-making process. The majority of applications take 5 working days.

<input type="checkbox"/>	258,00 €
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PRIORITY Processing in our office

<input type="checkbox"/>	30,00 €
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Keep My Passport When Applying

After submission your passport will remain in the Visacenter. With this service you can keep your passport during the decision-making process. Once the decision has been made, you must resubmit your passport within 30 days.

<input type="checkbox"/>	80,00 €
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Once the application is received it will be considered as a valid order even without signature.

Please note: The following costs will incur, should the **application be cancelled after submission**:



- **cancellation within the first week** for one person is ~~€39~~ and **€19** for each additional person.
- **by cancellations after one week, the full costs will incur minus the consular fees**

Fees will not be refunded if your application is refused!

Should UKVI Office and the Visacenter make changes at short notice, Visas United cannot be held responsible.

Date, Place

Signature / Company stamp

7. DATA PRIVACY STATEMENT

§ 1 (Data processing purpose) The performance of the order concerning the obtainment of a visa or an electronic travel permit for GREAT BRITAIN in accordance with the order form for the client/applicant requires the collection, transmission and therefore processing of the personal data provided by the client/applicant via Visas United e. K. to the official consular representation of the destination country in Germany or to the consular/immigration authorities of the respective destination country in the third country, including outside of the EU.

The data will be processed in the country in which the data importer, i.e. the consular representation or consular/immigration authorities of the third country, is based.

Embassies & consulates of third countries (including outside of the EU) and their employees represent the consular/immigration authorities of their home country in the host country. Under Art. 22 and Art. 31 of the Vienna Convention on Diplomatic Relations, they receive special protection and may not be automatically subject to the jurisdiction of the host country or to applicable EU law. Personal data required for visa applications will therefore be processed *de facto* in the country represented by its consular representation in Germany or the EU even if this representation is in the territory of Germany or of the EU.

The consular representation or immigration authorities of the third country are included due to the fact that Visas United e. K. cannot fulfil the visa/electronic travel permit requirements of the order placed by the applicant/client and can merely act as a representative and on behalf of the applicant as a broker towards the consular representation/immigration authorities of the destination country (third country).

§ 2 (Special categories of data) The performance of the order will, depending on the current visa application requirements of the destination country, require the transfer of special categories of personal data to the respective consular representation or immigration authority. Depending on the data needed for the order, this may include personal data that reveals racial or ethnic origins, political opinions, religion or beliefs, trade union membership, biometric data, etc. The order relevant here concerning the obtainment of a visa/electronic travel permit may require the transmission of such personal data to the consular representation/immigration authorities of the destination country for the purpose of order fulfilment.

§ 3 (Adequacy decision) There may be no adequacy decision by the European Commission in the sense of Art. 45(1 & 3) of the General Data Protection Regulation for the country in which the consular representation/immigration authority is based or that is represented by a consular representation in Germany and in which the personal data will therefore be processed. This means that the European Commission has not yet positively declared the level of data protection of the respective country to be comparable to that of the European Union under the General Data Protection Regulation.

§ 4 (Appropriate safeguards) Art. 46(2 & 3) of the General Data Protection Regulation requires so-called appropriate safeguards for data transmissions to third countries or to international organisations. These may not be present for the destination country.

§ 5 (Potential risks) Potential risks related to the above-stated sections and that cannot be excluded for the applicant/client especially include:

- Your personal data may be transferred by the consular /immigration authorities for purposes beyond those of order performance.
- You may not be able to exercise or enforce your right to access against the consular /immigration authorities.
- Inaccurate data processing may be highly likely since the technical and organisational measures for the protection of personal data may quantitatively and qualitatively not correspond to the requirements of the General Data Protection Regulation.

§ 6 (Consent / withdrawal) For the performance of the services I commissioned, I expressly consent to the transfer of my personal data, including special categories of data (see § 2) in the sense of Art. 9(1) of the General Data Protection Regulation, to consular /immigration authorities in the above-stated destination country or who represent this country in Germany or the EU.

I may withdraw this consent at any time from Visas United, Gruppellostraße 21, 40210 Düsseldorf, Germany, Tel. 0211-9365000, Fax 0211-93650020, the controller. However, withdrawal will not affect the lawfulness of processing performed prior to the withdrawal. In this case Visas United e. K. will be unable to perform and will therefore not conclude the main contract (order) and may terminate this contract immediately.

Customer – Surname, Name

Signature

1. APPLICANT – Surname, Name

Signature

2. APPLICANT – Surname, Name

Signature

3. APPLICANT – Surname, Name

Signature

4. APPLICANT – Surname, Name

Signature