



Washington Express Visas Fact Sheet

Navigating Official Washington for 30 Years



VALUE ADDED SERVICES

- **We lay out all fees:** All applicable fees are advanced and we invoice you later.
- **Value:** Competitive rates, on-site experts, high ISO endorsed service standards.
- **Single Source Provider:** With our own fleet of over 200 couriers we are the only Single Source Provider and one stop shop of expedited visa and passport processing and document authentications based in our nation's capital.
- **User Friendly:** Our website will walk you through, in laymen's language, what you need for a visa, passport renewal or document to be processed for every relevant destination. You can call and talk to one of our "live" experts in real time.

CONTACT US

(202) 393-3030 or at visas@washingtonexpressvisas.com and check out our website at washingtonexpressvisas.com.

MANAGEMENT TEAM

- Visa Services Co-Managing Coordinator: Verna Thompson
- Visa Services Co-Managing Coordinator: Ted Emerson
- Visa Services Supervisor: Kerstin Mills

OTHER SERVICES

- Local courier
- Congressional Line Standing
- Local, same day freight service
- Next day, priority freight delivery to anywhere in the US
- International, next day and second day am air courier service

DESCRIPTION OF SERVICES

Washington Express Visas is a division of Washington Express, founded in 1981, and headquartered in the nation's capital, with 30 years' of experience navigating official Washington. We are registered with the State Department and all embassies and we specialize in the expedited, visa, passport, and document processing needs for our corporate and business clients. We also serve many Federal agencies, including the Department of State, the Department of Justice, and the World Bank for their visa processing needs as well. As a priority status customer, we receive quick and efficient service at every important Embassy. Our visa experts can react quickly to any paperwork errors or changes in Embassy protocols.

SECURITY

We scan all documents and monitor "chain of custody" for every order, noting every action, contact, date, deadline, and fee. Our international ISO certification, (above), is your assurance of privacy, security, and high standards.

ORDERING SERVICE

After placing an order, you can either send us your documents via Fedex or our courier can be dispatched for immediate pick-up. Your documents are reviewed by one of our expert visa processors and our visa specialist will personally hand carry your documents to the appropriate embassy or government agency. Our document specialist will review your order in real time for mistakes in order to be certain that your submission is accurate and complete. We also employ multi-lingual specialists for any documents that need translation.

TRACKING YOUR ORDER

Internet ordering and tracking is available for all visa and document processing orders. We monitor your orders progress in real time through our **VISALink** tracking software.

INVOICING

When your order is completed, you will be emailed a proof of delivery sheet with the name and time of who signed for your order, along with a complete breakdown of charges and fees for your order. Our goal is transparent billing.