



SPECIAL CIBT DISCOUNTED RATE SCHEDULE FOR ISS CLIENTS - 2011

The following fees are for CIBT's professional services only for each visa or passport request and do not include any fees charged by any government body. Please note that a comprehensive overview of all fees to be assessed by CIBT will be provided in writing to anyone requesting visa or passport requirements through CIBT's customer service department or website..

Visas, Non-U.S. Passports and Document Processing

Business, Tourist, Transit, and Short-Term Work Visas	\$68
Non-U.S. Passport Processing	\$81
Rush Surcharge (4 to 7 business day processing)*	\$67
Emergency Surcharge (1 to 3 business day processing)*	\$138
Foreign National Processing Surcharge	\$13

U.S. Passport Processing

U.S. Passports, Pages, Renewals, Name Changes, and First-Times	\$85
Rush Surcharge (4 to 10 business day processing)**	\$59
Emergency Surcharge (2 to 3 business day processing)**	\$119
Same-day Handling Fee***(when available)	\$100

Other Miscellaneous Fees

Cancellation Fee	\$68
Fee for Obtaining Money Order when Necessary	\$8
Reproduction of Photographs	\$10
Submission of Additional Materials to US DOS for First-Time US Passports	\$27
Check Writing Fee at U.S. Passport Agency	\$8

Processing timeframes and associated pricing are determined by the number of days allowed for processing after CIBT's receipt of completed application materials and are calculated on a per item basis. Please note that rush and emergency processing may not be available for all services offered by CIBT. Processing times are ultimately determined by the issuing authority.

Orders cancelled prior to submission to government office will be assessed standard processing fees. A handling fee of \$5.00 will be assessed on all return shipments arranged by CIBT on a recipient or third party account. All visa requests processed through CIBT's Miami office will receive rush processing service and will be charged accordingly. CIBT assesses a 3.50% processing fee on government fees only. Government fees are determined by the foreign government issuing the visa and are subject to change beyond the control of CIBT.