



Save time and expense and enjoy peace of mind with our full visa service

Visa & Passport Services

At Key Travel, we focus on solving the complexity and time consuming nature of visa applications and passport renewals, freeing up your time for more important tasks. Enjoy the peace of mind that your visa and passport requirements are being taken care of.

Not only will you benefit from our extensive experience, knowledge and long standing embassy relationships, other key features include:

- **Visa service**
Save time and expense with our lodge, collect and dispatch service. Visa applications received before 4pm will be lodged the following working day, embassy permitting. We also have a priority service option for urgent applications
- Minimise the chance of stressful delays with our comprehensive application check and consultation on all postal visa applications
- Receive automated email updates confirming the status of your application at each stage of the process
- **Visa correction services**
On top of Key Travel's standard visa review, our expert team are able to make amendments where necessary to ensure a smooth visa application
- **Visa advice**
Visa advice provided on all travel options and confirmations including necessary visa requirements for destinations, stopovers and transit points
- Fully trained help-desk manned by a team of dedicated visa specialists
- **Visa resources**
Online visa database, updated daily, provides downloadable forms and comprehensive information on embassy requirements by destination
- Complete your application simply and easily with our step-by-step visa packs
- **Passport services**
Express & standard options take the stress out of renewing passports or securing a 2nd passport – whatever your deadline



Our online visa database is a great resource for checking visa requirements

Here are some of our top tips to avoid delays to your visa applications:

- Our online visa database is a great resource for checking visa requirements. We suggest you visit this first, or give us a call, to ensure there is enough time for the application to be processed prior to confirming travel arrangements
- It is not always possible for non-UK passport holders to apply for visas at embassies in the UK. Check our visa database or give our visa team a call for more information
- Some airlines require passengers to have a minimum of six months validity on their passport even if a visa has been issued. Our reservations agents will advise you if this is a requirement of your booking conditions
- If you have recently visited an area that is designated as high risk for yellow fever, some countries will require you to provide a yellow fever certificate as a condition of entry.
- For particularly important applications where delays are likely to cause significant inconvenience, we strongly recommend using a tracked courier or collection in person. Express fees and additional courier costs may apply.

Services & Pricing

All services and pricing are additional to your normal contracted handling fee.

SERVICE	DESCRIPTION	FEE (EXVAT)
COMPREHENSIVE - visa review	Complete professional review of visa application by our experts	Incl.
LIGHT - visa amendment	Minor amendments performed on the client's behalf by Key Travel	£10
MEDIUM - visa amendment	Omissions or inaccuracies on supporting documentation and photographs	£20
HIGH - visa amendment	Form requires recompletion	£30
STANDARD - visa lodging	e.g. application received before 4pm Thursday is lodged on Friday	Incl.
PRIORITY - visa lodging	e.g. a visa received after 4pm Thursday or before 9.30am Friday is still lodged on Friday	£30
STANDARD - passport services	Second passport applications and passport renewal	£55
EXPRESS - passport services	Second passport applications and passport renewal	£85