Atlas Passport & Visa Services
visa@atlaspvs.com
Atlas Immigration Consultant Services
(Not an Attorney)
INS@atlaspvs.com

Atlas Legal Document Assistant Services
LDA#0053 Los Angeles County, Ted Ziafathy
LDA@atlaspvs.com
Atlas Translation Service
translations@atlaspvs.com

Atlas Services

PAYMENT SHEET

First Name: _____ Last name: _____

Address: _____

Work Phone: (_____) _____ - _____ ext. _____ Best time to Contact: _____

Home Phone: (_____) _____ - _____ Best time to Contact: _____

Cell Phone: (_____) _____ - _____ E-mail: @

What would like us to do for you?: _____

_____

Please complete, print, sign, initial and return
Please complete all the information below

Payment Type:

☐ Credit Card:

☐ Visa ☐ MasterCard ☐ American Express ☐ Discover Card

Card Number: _____ **V Code:** _____
(Required)

Authorized amount: $_____* **Expiration Date:** _____/_____

Full Name on the Card: _____

Billing Address of the Credit Card: _____

_____ _____
Authorized signature *Print Full Name* and Position (If applicable)

PLEASE READ AND INITIAL YOUR ACCEPTANCE OF THIS NOTICE:

Utilizing and engaging other private and governmental entities' services on your behalf to achieve the required results, we cannot and do not guarantee such acts/approvals/certifications/benefits, etc. of such third parties. Whether the intended result is achieved or not, the entire financial risk burden of the task(s) you are employing Atlas to perform for you falls on you. Consequently, NO REFUNDS CAN AND WILL BE ISSUED ON OUR SERVICE FEES. Other unused fees (i.e. filing fees, shipping fees, consular fees), will be promptly refunded. All Express Warranties and warranties of fitness for specific purpose, implied warranties, and incidental and consequential damages arising out of or attributable to the limited task/service/item we are performing for you are hereby expressly disclaimed. In no event our liability shall exceed the amount received to perform the requested matter. I ACCEPT. _____
Initial here

Important: Please remember that charges to your credit card on your monthly credit card statement will appear as **"ATLAS SERVICES 800-545-5599."**

* Where applicable, and depending on the type and category of service, or if fees are to be paid/advanced to third parties on behalf of our clients, sales tax and/or finance charges will be added.

Atlas Services
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818-242-2400, Fax: 818-242-2475
support@atlaspvs.com