



# Washington Express Visas

*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 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 [info@washingtonexpressvisas.com](mailto:info@washingtonexpressvisas.com) and check out our website at [washingtonexpressvisas.com](http://washingtonexpressvisas.com).

## MANAGEMENT TEAM

- Visa Services Managing Director: Verna Thompson
- Visa Coordinator: Angela Hibbert

## 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, Washington Express has over 30 years' of experience navigating official Washington. We are registered with the State Department and all embassies and we specialize in expediting, visa, passport, and document processing for our corporate and legal clients including 80 of DC's 100 largest law firms. We also serve many Federal agencies, including the Department of State, the Department of Justice, and the World Bank. As a priority status customer, Washington Express Visas receives quick and efficient service at every Embassy. Our visa experts and agents are able to react quickly to any paperwork errors or changes in Embassy protocols.

## SECURITY

We scan and store all documents and monitor "chain of custody" for every order, noting every action, contact, date, deadline, and fee.

## ORDERING SERVICE

After placing an order, you can either send us your documents via Fedex or, if local, one of our agents can be dispatched for immediate pick-up. Your documents are reviewed by one of our expert visa processors and our visa agents will personally hand carry your documents to the appropriate embassy or government agency. Our document agents review all orders in real time for mistakes 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 the individual who signed for your delivery, along with a complete breakdown of charges and fees for your order. Our goal is 100% transparent billing.