



## LETTER OF AUTHORIZATION

Date: \_\_\_\_\_

US Department of State  
Chicago Passport Agency  
Chicago, IL 60604

To Whom It May Concern:

I, \_\_\_\_\_, hereby authorize a representative of Sameday Passport & Visas Expedite Services, Inc. to submit my passport application, discuss its status, and retrieve it upon completion.

I intend to depart the United States on \_\_\_\_\_.

My date of birth is \_\_\_\_\_.

Place of Birth \_\_\_\_\_

I am traveling to \_\_\_\_\_.

Visas are required? (circle one):    YES        NO

Thank you for your assistance with my application.

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**Original Signature of Applicant (parent/guardian if under 16)**

**Terms and Conditions:**

1. This letter must bear the true and correct signature of the applicant.
2. A husband may not sign on behalf of his wife or vice versa.
3. In the event it becomes necessary, this letter also authorizes "Passport Services" to mail the passport back to our company "Sameday Passport and Visa Expedite Services, Inc."
4. Under the Provision of the Privacy Act of 1974 (Public Law 93-579): No information may be released from U.S. Government files without the prior written consent of the individual in question. Consequently, an employee of the U.S. Passport Agency cannot discuss the details of your passport application with the courier service without your permission
5. Sameday Passport and Visa Expedite Services, Inc. is not responsible for delays in processing due to incomplete applications, missing or incorrect proof of US citizenship, proof of identity, proof of travel, missing photographs, incorrect passport execution fees, or delays on behalf of any courier services, I understand that delays in processing may occur due to the volume and workload at the passport agency.
6. NO REFUNDS GIVEN ON CANCELLED ORDERS.