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CONSULAR SERVICES

PASSPORT AND VISA  
PROCESSING AGENTS

**AUTHORITY to COLLECT**

Her Majesty's Passport Office  
Accredited Agent 205  
Embassy Authorised Agent

**To Her Majesty's Passport Office**  
Globe House,  
London SW1V 1PN

and/or

**To The Visa Section** of the  
Embassy or High Commission or Consulate  
of \_\_\_\_\_, London

and

**To VISA WORLD**  
627 Watford Way  
London  
NW7 3JN

Authority to Collect Letter

Job No. \_\_\_\_ / \_\_\_\_\_

Dear Sirs,

**re: Authorisation for VISA WORLD to collect the following passport and documents.**

Please accept this letter as confirmation of my permission to allow VISA WORLD to collect the passport and any other documents relating to the application submitted with you for

myself  
(full name) \_\_\_\_\_ (d-o-b) \_\_\_\_/\_\_\_\_/\_\_\_\_

my son  
(full name) \_\_\_\_\_ (d-o-b) \_\_\_\_/\_\_\_\_/\_\_\_\_

my daughter  
(full name) \_\_\_\_\_ (d-o-b) \_\_\_\_/\_\_\_\_/\_\_\_\_

my \_\_\_\_\_  
(full name) \_\_\_\_\_ (d-o-b) \_\_\_\_/\_\_\_\_/\_\_\_\_

Yours faithfully,  
It is **most important** that the signature given below is recognisable as the same signature that is on your application form.

Signed \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Full name \_\_\_\_\_

V25atc (15-200114)