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Unified Visa Application Agreement

Immigrant & Non-Immigrant Visa Application Contract Agreement This Immigrant/Non-Immigrant Visa Application Contract Agreement ("Agreement") is established between..... ("Client") and **SwiftPass Global** on [Date]..... in [Month]..... [Year] This Agreement delineates the terms and conditions governing the visa application process and related services provided by SwiftPass Global to the Client within the jurisdiction of Kenya. By signing this Agreement, the Client acknowledges and agrees to comply with the stipulated terms herein.

1. Applicant Details:

Full Legal Names:

.....

Date of Birth:

.....

Passport No:

.....

Phone Number:

.....

Email Address:

.....

Home/Postal Address

.....

2. Next Of Kin Details:

Full Names

.....

Phone Number:

.....

Email Address:

.....

Home/Postal Address;

.....

Referral Details

The client was referred to us by: Referrer's Name/Details:

.....

Contact: [Referrer's Phone No.]

.....

Referrer's Email Address:

.....

Nationality:

.....

Referrer's Region/Country:

.....

Referrer's State/Province:

.....

3. Visa Details Service Type: [Select appropriate service]

Visa Application:

Business Class Visa

Tourist Class Visa

Student Class Visa

Family Reunification Class Visa

NGO Sponsored Visa

Corporate Class Visa

Government Class Visa

Alien Class Visa

Work Permit Processing

Immigrant Visa Processing:

Citizenship

Petition

Permanent Resident Application

Visa Application Country: [Tick appropriate countries] *Please note that Comprehensive clients have the option to select up to **three countries** for their visa applications at no additional charge, other than the visa fees for the primary and secondary countries. There will be no extra cost for processing applications or documentation for multiple countries. This option is completely voluntary and not a requirement, allowing clients to **maximize** their approval chances by submitting multiple applications simultaneously.*

Australia [] Andorra [] New Zealand [] Austria [] and Herzegovina []
 Bulgaria [] Denmark [] USA [] Belarus [] Croatia [] Estonia Canada []
 Belgium [] Cyprus [] Finland [] Albania [] Bosnia [] Czech []
 France [] Germany [] Greece [] Italy [] Lithuania []

Luxembourg [] Montenegro [] Portugal [] Slovakia [] Switzerland [] Mexico []

Others: Kosovo [] Malta [] Netherlands [] Romania [] Slovenia [] Ukraine []
Oceania Countries Hungary [] Latvia [] Moldova [] Iceland []
 Liechtenstein [] Ireland [] Monaco [] North Macedonia [] Norway []
 Russia [] Spain [] San Marino [] Sweden [] United Kingdom []
 Vatican City [] Poland [] Serbia [] Brazil []

OTHERS:.....

4. Services Requested;

Please indicate the services required from **SwiftPass Global:** -

- Evaluation of eligibility
- Assistance with application forms
- Guidance on required documentation
- Submission of visa application
- Liaison with authorities
- Status updates

5. Payment Information Amount Paid In Figures: [Amount Paid]

.....

.....Balance: [Balance Due]

.....

.....Balance Payment Date:

.....

Package Paid For:

.....

Currency: [Select appropriate currency]

KES (Kenyan Shilling)

USD (United States Dollar)

GBP (British Pound Sterling)

Euros (Euro)

Payment Details:

PayBill: 400200

Account Number: 44821

Account Name: SwiftPass Global

Bank Transfer (Kenya)

Bank Name: Co-Operative Bank (Kenya)

Account No: 01100423832001

Account Name: SwiftPass Global

Bank Transfer (International)

Bank Name: Co-Operative Bank (Kenya)

Account No: 01100423832001

Account Name: SwiftPass Global

Swift Code: KCOOKENA

Client's Official Representative (If a Minor or Sponsored) (Please Leave Blank if Not Applicable)

Name: [Official Representative's Name]

.....
Work ID [Official Representative's Work ID]

.....
Signature: [Client's Official Representative Signature]

.....

6. Visa Fees and Payment Terms

The **Client** agrees to cover all visa fees and processing fees required by the embassy or any legally authorized third-party entity responsible for processing the visa application. Any additional financial obligations necessary for the visa process are also the Client's responsibility.

7. Termination

7.1 Termination by the Client

The Client may terminate this Agreement by providing written notice to **SwiftPass Global**, stating the reason for termination. Termination by the Client does not entitle the Client to a refund of any payments made, as all payments are final and non-refundable.

7.2 Termination by SwiftPass Global

SwiftPass Global reserves the right to terminate this Agreement if:

- The Client fails to comply with the terms of the Agreement.
- The Client provides false or misleading information.
- The Client becomes unresponsive or fails to provide the required documents within the stipulated time.

In such cases, the Client will be notified via email, and no refund will be issued.

7.3 Termination by Mutual Agreement

Both parties may agree to terminate the Agreement under mutually acceptable terms. Any outstanding obligations, including payments, must be settled before termination.

7.4 Force Majeure

Either party may terminate the Agreement if unforeseen circumstances (e.g., natural disasters, changes in immigration laws, or global crises) prevent the continuation of services. Termination of this Agreement does not absolve the Client from fulfilling any outstanding financial obligations or conditions outlined in the Agreement.

8. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of **Kenya**, underscoring the commitment of both parties to legal compliance and corporate governance within the Kenyan jurisdiction.

9. Payment Terms and Cancellation Policy

9.1 Non-Refundable Payment

All fees or deposits paid are **Non-Refundable** under any circumstances. This applies to visa approvals or denials. The Client acknowledges and accepts that **SwiftPass Global** bears no responsibility for decisions made by immigration authorities or any third-party entities involved in the visa process.

SwiftPass Global maintains a strict **no-refund** policy, meaning that all fees related to visa application processing or associated services are non-refundable, even in cases involving visa denials, cancellations initiated by the Client, or changes in travel plans.

By signing this Agreement, the Client acknowledges and agrees to the **Visa Denial Disclaimer** and **No-Refund Policy** outlined herein. The Client understands that SwiftPass Global provides assistance only, with the final decision for visa approval resting with relevant immigration authorities.

9.2 Cancellation Policy

Should the Client decide to cancel the application for any reason, a **grace period of 7 business days** is granted to resume the application process. After this period, the application will be considered null, and the payment will remain non-refundable. (To cancel your application, please send an email to admin@swiftpassimmigration.com).

10. Change of Service Request

Should the Client wish to change the destination country for any reason not specified in this Agreement after the initiation of the visa application process, they shall be subject to a **convenience fee of 17,643 KES or 165 USD** (for Clients outside Kenya). This fee is applicable to cover administrative costs associated with processing the change request.

11. Amendments

11.1 Modification of Terms

Any modifications or amendments to this Agreement must be made in writing and signed by authorized representatives of both parties. No oral agreements or informal communications will be considered binding.

11.2 Notice of Amendments

SwiftPass Global will notify the Client in writing if any amendments are proposed. The notification will detail the changes and their implications. The Client will have a reasonable period, not exceeding **7 days**, to review and accept the revised terms.

11.3 Effectiveness of Amendments

Amendments will take effect on the date specified in the written notice. If no date is specified, the amendments will be effective immediately upon both parties’ execution of the modified Agreement.

11.4 Rejection of Amendments

If the Client does not accept the proposed amendments, they have the right to terminate the Agreement. Such termination will be subject to the cancellation terms outlined under the **Termination** clause.

11.5 Binding Nature of Amendments

Once the amendments have been executed and come into effect, they will form part of this Agreement and will supersede any conflicting provisions from the original Agreement or previous amendments.

12. Acknowledgment and Acceptance

By signing below, both parties acknowledge their understanding and acceptance of the terms of this Agreement.

Section C:

Client(s)/Representative Signature

.....

SwiftPass Global Representative Work

ID:.....

Signature:

.....

Approved: [] Yes [] No

Date of Approval: [Date]

.....

Branch Manager Signature

.....