



THIS CHECKLIST IS FILLED IN TWO COPIES

Checklist of documents submitted together with drop-box application for US Visa

Applicant's full name:	
AWB Number*:	
UID Number:	

* Completed by Pony Express employee.

- Drop-box confirmation letter
- Original of a current travel passport (Series and number _____)
Is this passport damaged (Yes/No). Description _____
- Prior passport(s) with previously issued US Visa (Series and number _____
_____); are you submitting an original or a copy: _____)
Is this passport(s) damaged (Yes/No). Description _____
- DS-160 (electronic application) confirmation page (Number _____)
- One color, white-background photograph taken **no longer than 6 months ago**

Additional documents for student visa applications (F/M)

- Original form I-20 (Number _____)
- Academic transcript or other evidence that you continue to be a student in good standing.

Additional documents for exchange visitor visa applications (J)

- Original form DS-2019 (Number _____)

Additional documents for petition-based visa applications

- I-797 Approval Notice (Number _____)

Additional documents for visa application of a child under 14 years old

- A photocopy of a parent's valid U.S. visa, OR
- If a child is traveling with a student group—a letter from the school describing the program.

Originals of documents for visa C1/D

- A photocopy of an identity card of a seaman/ pilot
- A photocopy of seaman's book/ pilot's license/ steward's license
- Crew list
- A letter from company's headquarters

We, the below signed, confirm that the above information is correct.

Applicant/Representative	Front desk officer	Consular section officer
Signature: _____	Signature: _____	Signature: _____
Full Name: _____	Full Name: _____	Full Name: _____
Date: _____	Date: _____	Date: _____