

BEGINNING 8 AUGUST 2011 ALL PASSPORTS MUST BE SIGNED IN ORDER TO OBTAIN VISA.

#### Official/No Fee Passport and Visa Processing

All Official/No Fee Passports must be signed in order to request a Visa for overseas assignments requiring a visa. For example, if a dependant (family member) is accompanying their spouse on assignment to Italy from Korea they are required to possess a No Fee Passport with an Italian visa before arrival into that country. When the dependent does not possess a No Fee Passport one must be applied for through the local Military passport acceptance agent. Once the No Fee Passport application has processed and the No Fee passport is provided to the applicant, the passport must then be signed. The dependent will then coordinate with the Italian embassy in Korea to apply for an Italian visa for their No Fee Passport.

When the dependent already possesses a No Fee Passport, they will ensure the passport is signed and then submit a visa request to the appropriate foreign embassy in Korea. If the foreign embassy is unable to process a visa request, coordination is made with the local Military passport acceptance agent to process the request through the U.S. State Department. Processing times for Official/No Fee passports is 8-10 weeks and visa request through foreign embassies can accrue several weeks of processing times. It is advised to process your Official/No Fee passport and visa request at the earliest possible time to avoid lengthy delays. Assignment notification can be utilized for submitting Official/No Fee passport request. Orders are required to submit visa request.