

# MEMORANDUM OF AGREEMENT OF AN UNDERTAKING

Drawn up at Key Visa Co., Ltd,  
33/111 Soi LK Metro,  
Central Pattaya, Chonburi, 20260  
Telephone 038 422131  
info@keyvisacompany.com

Date.....

This memorandum of agreement is drawn up between Key Visa Co. Ltd. represented by Mr. Darren McGarry director empowered to sign hereinafter in this memorandum referred to as the employer' on the one part and Client name.....

Hereinafter in this memorandum referred to as the employer's follows:

1.I, the employer' agree to engage Key Visa Co., Ltd, or its representative to proceed with the application for a visa to a designate country or countries the expense for services of Baht

.....

2. I acknowledge that Key Visa Co., Ltd, can only give advice and make introductions to the respective embassy and that the final decision in the issuance of the visa rests with the embassy but the financial risk is the responsibility of Key Visa Co. Ltd and not the client.

3. Key Visa Co., Ltd.hold the rights to use the 5,000 baht deposit to pay or help to pay the associated Embassy fee.

4. If we cancel the visa application before submission due to lack of documentation or our non satisfaction with the service Key Visa Co. Ltd agrees to refund our deposit of 5,000 baht and any documents already provided.

5. Key Visa Co., Ltd. can only give approximate time scale on the answer on the visa application and I understand that the decision and time scale rest with the respective embassy.

6. I acknowledge that the balance of payment for services and expenses of Deposit Baht 5,000 which and the remaining agreed fees shall be made to Key Visa Co, Ltd, on receipt of visa which is .....baht

7. I agree to pay for the service and expenses as indicated in the contract unconditionally.

8. I understand that information given to Key Visa Co.,Ltd., is true to the best of my knowledge and that, if not, the application may be in jeopardy.

9. I acknowledge that Key Visa Co, .Ltd, Is responsible to present the information to the associated Embassy and if the visa is not granted due to the supply or lack of information, Key Visa Co,. Ltd. Cannot is held responsible.

10. I understand that it is my responsibility to supply and deliver relevant information required to Key Visa Co., Ltd. To process the application for which the granting of the visa is dependent upon.

11. If the visa is refused by the particular Embassy Key Visa Co.,Ltd, agrees to re present the application if the company feels that a favorable outcome would be possible.

13. Key Visa Co. Ltd Holds the rights to retain the customers passport if the visa is awarded until the balance of the fee agreed on this contract is settled.

This memorandum of agreement of an undertaking is drawn up in duplicate in English. Both parties have read and found the contents to conform to their intentions have thus appended their signatures in evidence in the presence of witnesses

Signed.....the employee  
( Key Visa Co., Ltd. )

Signed.....the employer  
(.....)

Signed.....witness  
(.....)

Key Visa Co, Ltd , 33/111 Soi LK Metro, Central Pattaya, Nongprue,  
Banglamung, Chonburi, 20260, Thailand

**When the Client is happy with the costing of the application  
we shall send you a copy which you sign and send with your  
documents**