

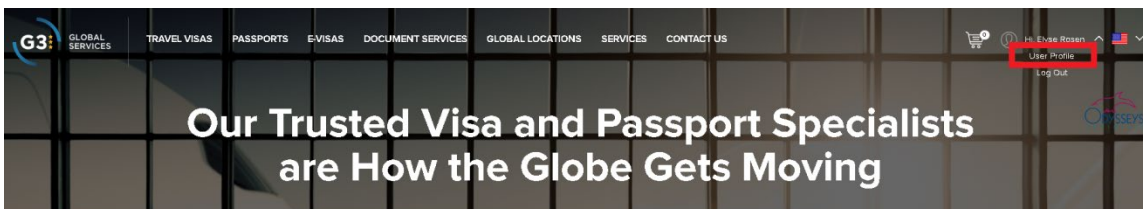
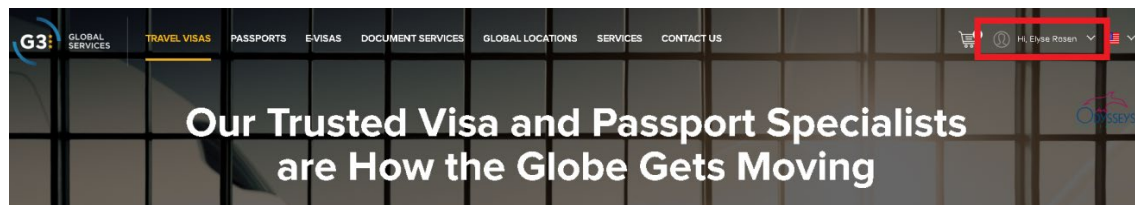


### Creating your account

1. Go to the sign up page here: <https://g3visas.com/sign-up>
2. Fill out the registration questions, including the following:
  - a. Account Number: 10000395
  - b. Company: Odysseys Unlimited

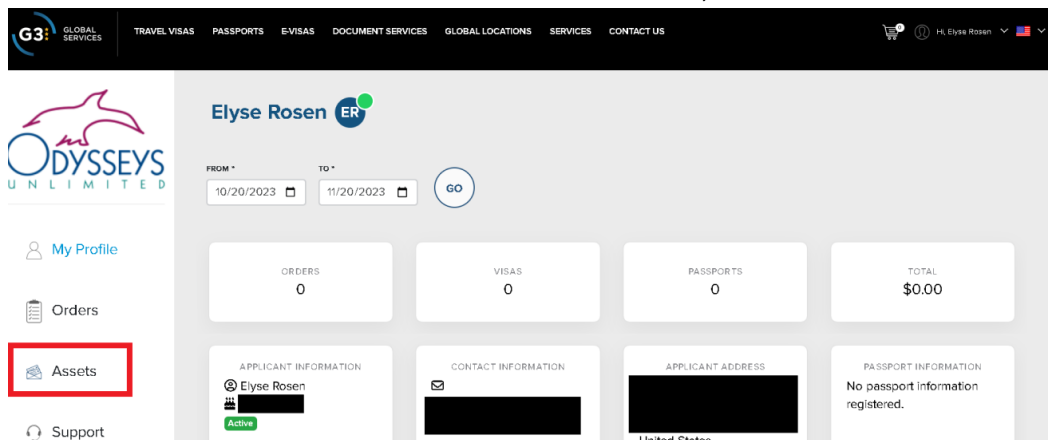
### Accessing your dashboard

3. Navigate to the upper right-hand corner of the screen. Click on your name, and then select User Profile from the drop-down menu.



### Uploading your documents

4. From the vertical menu on the left-hand side of the screen, select Assets.



5. Here, you can click Add Assets, where you can securely upload the clear, color scan of your passport and passport style photo, as well as any other supporting documentation required for your visa application. All required documents will be listed in the corresponding Visa Kit on the [G3 website](#).

**G3 GLOBAL SERVICES** TRAVEL VISAS PASSPORTS E-VISAS DOCUMENT SERVICES GLOBAL LOCATIONS SERVICES CONTACT US

Hi, Elyse Rosen

**Assets**

File Name

**Add Asset**

No assets found for this applicant.

My Profile

**Assets**

File Name

**Show Assets**

NAME: \*

Passport

SOURCE: \*

☒ Document ☐ External Link

TYPE: \*

Select

ISSUE DATE

mm/dd/yyyy

EXPIRATION DATE

mm/dd/yyyy

Choose File No file chosen

Allowed file extension: 'PDF', 'XLS', 'XLSX', 'DOC', 'DOCX', 'TXT', 'PPTX', 'JPG', 'JPEG', 'PNG'

Maximum upload file size: 7MB

**Add Asset**

Chat Now

- Please note, when you select Primary Passport or Secondary Passport as the Document Type, you will be required to enter the issue and expiration date.
- When uploading a copy of your questionnaire, you can select Other for Document Type.

- Once your documents are uploaded, you will receive a pop up confirming they have been added to the assets successfully.

The screenshot shows the 'Assets' page of the Odyssey's Unlimited system. On the left is a sidebar with the company logo and navigation links: My Profile, Orders, Assets (highlighted), and Support. The main area is titled 'Assets' and contains a form for uploading documents. The form fields include: NAME (Passport), SOURCE (Document selected, External Link unselected), TYPE (Primary Passport), ISSUE DATE (05/18/2023), and EXPIRATION DATE (05/17/2033). A file upload button shows 'PASSPORT.pdf' has been selected. Below the form, it lists allowed file extensions (PDF, XLS, XLSX, DOC, DOCX, TXT, PPTX, JPG, JPEG, PNG) and a 7MB limit. An 'Add Asset' button is at the bottom. A modal window titled 'Alert!' is displayed in the center, stating 'Asset added successfully!' with an 'Ok' button. A 'Show Assets' button is in the top right, and a 'Chat Now' button is in the bottom right.

**Assets** Show Assets

File Name

NAME: \*

SOURCE: \*  
☒ Document ☐ External Link

TYPE: \*

ISSUE DATE: \*

EXPIRATION DATE: \*

PASSPORT.pdf

Allowed file extension: 'PDF', 'XLS', 'XLSX', 'DOC', 'DOCX', 'TXT', 'PPTX', 'JPG', 'JPEG', 'PNG'  
Maximum upload file size: 7MB

**Alert!** X  
Asset added successfully!

Chat Now

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**Assets** Add Asset

File Name

File Name	Source	Type	Issue Date	Expiration Date	Updated
Passport	Document	Primary Passport	05/18/2023	05/17/2033	11/20/2023 01:31PM

- When you have completed uploading your assets, G3 Global Services will receive an alert so they can review your documents and process your application.

### **Reviewing your order**

- You will receive email confirmation from G3 Global Services when your documents have been received.
- To review the status of your order, you can click the Orders tab on the left-hand side of the screen.
- Once your visa is issued, G3 Global Services will email you a copy, which you will need to print out in color to carry with you to tour. You will need to present the visa to airline agents for boarding and upon your arrival.