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:
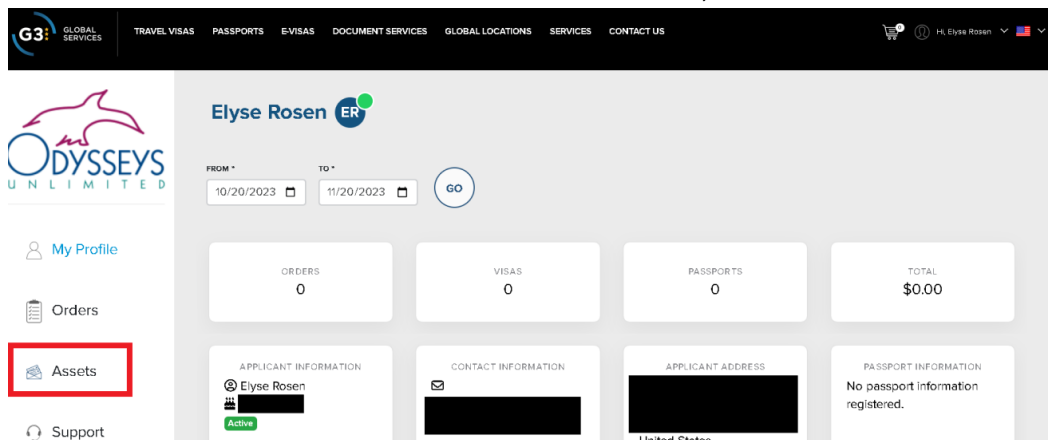   a. Account Number: 10000395
   b. Company: Odysseys Unlimited

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.
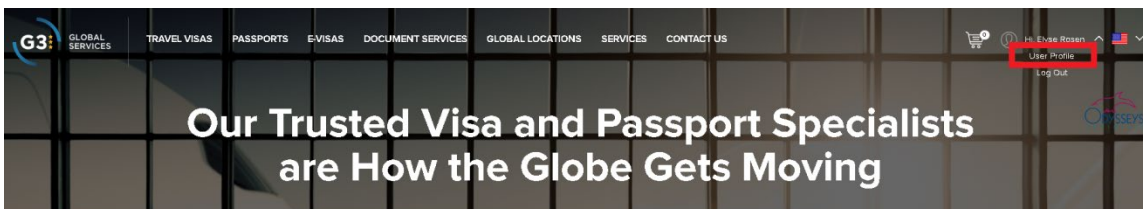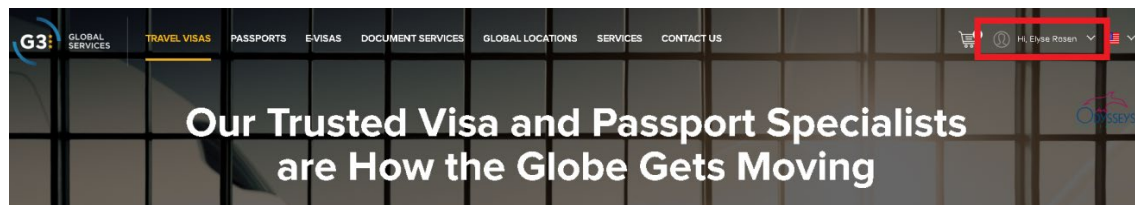
Uploading your documents

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.

- 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.

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

7. 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

8. You will receive email confirmation from G3 Global Services when your documents have been received.
9. To review the status of your order, you can click the Orders tab on the left-hand side of the screen.
10. 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.