



Delivery/Collection Form for American Citizen Services Documents

Q. How long does this take?

A. Processing times vary this is determined by the US Embassy. Once the US Embassy hands it back to DX your documents will be delivered or ready at collection point the following day.

Q. What am I paying for?

A. You are paying for secure delivery back of your documents to your chosen delivery which can be one of the following

- Home Address
- Work Address
- DX Collection Points listed on back of this form

If you require any further assistance please speak to one of the DX Representatives at windows 26 or 27.

Q. How does the delivery service work?

A. All of the American Citizens Documentation goes through our Secure Network. On delivery or at our DX collection points all items require a Mandatory Signature (for a minor parents ID must be presented).

DX will notify you by text message the day before delivery is made.

DX Collection points keeps documents in Storage for 30 days, after the 30 days the documents will be returned to the US Embassy.

If no one is at home a calling card will be left for you with instructions for rescheduling.

Once you have paid for your delivery a DX representative will hand you a receipt which will have applicants name, delivery address, tracking number, DX tracking email address and our contact number.

Delivery information

PLEASE FILL IN THE FORM USING CAPITAL LETTERS ONLY AND MAKE SURE IS LEGIBLE

(Name of Parents if Applicant is a Minor)

Parents Name:

Applicant's First name:

(Name of the person applying) and if there are Multiple applicants, please use the ELDEST applicant name only.

Applicants Surname:

Delivery Address:

Only UK addresses. Unfortunately we can not make deliveries to PO BOX addresses unless a Postcode is provided. If delivery is going to business address please mention: BUSINESS NAME
FLOOR NUMBER

Postcode:

Telephone:

Mobile Number

Email:

This is purely for information about delivery, and data will not be shared with any third party companies.

CARD PAYMENT ONLY AND WE DO NOT ACCEPTS AMERICAN EXPRESS - We do our outmost to keep the delivery prices up to date. Any questions, please ask one of our DX counter representatives. If there are multiple applicants or if you reside in Channel Islands, Jersey, Guernsey, Scottish Islands please check prices with DX representatives.

☐ Standard delivery between 8am-6pm - (Anytime delivery) **£10.53**

☐ Pre 8am **£36.09**

☐ Pre 10am **£23.83**

☐ Pre 12 **£17.78**

☐ Collect from Collection Point- **£10.53** Please see back of this form.



Passport Collection Points

London Collection Points

DX LDE

50-52 Chancery Lane, London WC2A1HL

OPERATING HOURS Mon- Fri 08:00 - 17:00 Sat N/A

DX South London

Units B2-3, Six Bridges Industrial Estate, Marlborough Grove, London SE1 5JT

OPERATING HOURS Mon- Fri 10:00 - 16:00 Sat 09:00 - 15:00

DX North London

152-154, Coles Green Road, Brent, London NW2 7HD

OPERATING HOURS Mon- Fri 08:00 - 18:00 Sat 09:00 - 13:00

All Other Collection Points

DX Belfast

Unit 3, Freight Forwarders Building, Belfast International Airport Belfast BT29 4JT

OPERATING HOURS Mon- Fri 09:00 - 21:00 Sat 07:00 - 10:00

DX Bracknell

Unit 1 Eastern Road, Bracknell, RG12 2UP

OPERATING HOURS Mon- Fri 09:00 - 16:00 Sat 09:00 - 12:00

DX Bridgend

Vernon House, North Road, Bridgend Industrial Estate, Bridgend, Mid Glamorgan CF31 3TP

OPERATING HOURS Mon- Fri 08:00 - 18:00 Sat 08:00 - 12:00

DX Bristol

17 Jupiter Road, Patchway Industrial Estate, Cribb's Causeway Bristol BS34 5SP

OPERATING HOURS Mon- Fri 08:00 - 18:00 Sat 08:00 - 12:00

DX Carlisle

Brunthill Road, Kingstown Industrial Estate, Carlisle, CA3 0EH

OPERATING HOURS Mon- Fri 08:00 - 18:00

DX Dartford

Unit 55B Edison Park, Bridge Close, Dartford, DA2 6QP

OPERATING HOURS Mon- Fri 08:00 - 18:00 Sat 08:00 - 14:00

DX Edinburgh

Unit 6, Oakbank Industrial Estate, Oakbank Place, Livingston EH53 0TN

OPERATING HOURS Mon- Fri 09:00 - 17:00 Sat 08:00 - 12:00

DX Exeter

DX Service Centre, Eagle Way, Sowton Industrial Estate, Exeter EX2 7HY

OPERATING HOURS Mon- Fri 08:00 - 18:00 Sat 08:00 - 12:00

DX Gatwick

Unit 4, Napier Way, Crawley, RH10 9RA

OPERATING HOURS Mon- Fri 08:00 - 18:00 Sat 08:00 - 14:00

DX Glasgow

Unit 1 Bothlin Road, Gartcosh Industrial Park, Glasgow, G69 8GD

OPERATING HOURS Mon- Fri 08:00 - 18:00 Sat 08:00 - 12:00

DX Grimsby

Unit 3 Sargon Way, Great Grimsby Business Park, Grimsby DN37 9PH

OPERATING HOURS Mon- Fri 09:00 - 17:00 Sat 09:00 - 12:00

DX Harlow

Unit D, Mead Park, River Way, Harlow CM20 2SE

OPERATING HOURS Mon- Fri 08:00 - 18:00 Sat 08:00 - 10.30

DX Haydock

Unit 1, Connect Park, Haydock Lane Industrial Estate. St Helens WA11 9TH

OPERATING HOURS Mon- Fri 09:00 - 18:00 Sat 09:00 - 14:00

DX Huntingdon

Unit B4-B5, Midge Hall Court, Ermine Business Park, Huntingdon PE29 6YA

OPERATING HOURS Mon- Fri 08:00 - 18:00 Sat 11:00 - 15:00

DX Ipswich

Unit 101, Gripping Road, Claydon Industrial Park Ipswich, IP6 0NL

OPERATING HOURS Mon- Fri 08:00 - 18:00 Sat 08:00 - 12:00

DX Leeds

Unit A3, Foxbridge Way, Normanton, Leeds WF6 1TN

OPERATING HOURS Mon- Fri 08:00 - 18:00 Sat 08:00 - 14:00

DX Luton

Unit 16 Humphrys Road, Woodside Industrial Estate, Dunstable LU5 4TP

OPERATING HOURS Mon- Fri 08:00 - 18:00 Sat 08:00 - 12:00

DX Manchester

Kings Park 100 Mosley Road, Manchester M17 1QA

OPERATING HOURS Mon- Fri 08:00 - 18:00 Sat 10:00 - 14:00

DX Middlesbrough

Brignell Road, Riverside Park Industrial Estate, Middlesbrough TS2 1PS

OPERATING HOURS Mon- Fri 08:00 - 17:00 Sat 08:00 - 12:00

DX Newcastle

Unit 6B, Follingby Business Park, Wardley, Gateshead NE10 8YF

OPERATING HOURS Mon- Fri 08:00 - 17:00 Sat 08:00 - 12:00

DX Northampton

Unit 2, Ravens Way, Crow Lane Industrial Est, Northampton NN3 9UD

OPERATING HOURS Mon- Fri 08:00 - 18:00 Sat 09:00 - 13:00

DX Norwich

Units 2 & 3 Caley Close, Norwich NR3 2BU

OPERATING HOURS Mon- Fri 09:00 - 17:00 Sat 09:00 - 12:00

DX Nottingham

Unit 5A Crookes Healthcare Industrial Estate, Mark Street, Sandiacre Nottingham NG10 5AD

OPERATING HOURS Mon- Fri 09:00 - 17:00 Sat 09:00 - 12:00

DX Plymouth

Unit 1A, Langage 1, Langage Science Park, Western Wood Way Plympton PL7 5BG

OPERATING HOURS Mon- Fri 08:00 - 18:00 Sat 08:00 - 15:00

DX Rotherham

Unit C Denby Way, Hellaby Industrial Estate, Rotherham S66 8HR

OPERATING HOURS Mon- Fri 08:00 - 18:00 Sat 09:30 - 12:00

DX Shrewsbury

Unit 108, Nine Bridges, Harlescott Lane, Battlefield Enterprise Park,
Shrewsbury SY1 3AS

OPERATING HOURS Mon- Fri08:00-18:00 Sat 08:00 – 12:00

DX Tipton (West Midlands)

Unit 0, Bloomfield Park Industrial Park, Birmingham DY4 9AP

OPERATING HOURS Mon- Fri08:00 - 18:00 Sat 08.00 -13.00

DX Verwood

2 Bessemer Close, Ebblake Industrial Estate, Verwood, BH31 6AZ

OPERATING HOURS Mon- Fri08:00 - 18:00 Sat 08.00

-12:00