

EXEMPTION VIGNETTE

100 FSS/Passport Office
Mon-Fri 0830-1500 Walk-Ins only for Passport Pick-Ups
Appointments only

Book Appointment: <https://rafmildenhallpassports.setmore.com/>

More Info & Checklist: 100fss.com/military-personnel-flight

CLOSED: Second Thurs of the month, USAFE Family Days, US Federal Holidays, and Goal Days
100fss.passport@us.af.mil / DSN: 238-2222 opt 2 / COMM: 01638 54 2222

The exemption vignette allows dependents (spouses and children under 21 years of age) of military members to reside in country for the duration of their sponsors' tour. It is encouraged as it can assist with off base employment, UK schooling, renting UK property, UK Entry, etc. The vignette is free and will be placed in the no-fee passport or foreign passport.

(Exemption Vignette processing will take **APPROXIMATELY** 12 weeks from Mail Out Date)

Note: Military dependents that do not obtain the exemption vignette will obtain an open-ended stamp and must travel with their sponsors' orders and/or approved command sponsorship application, along with their dependent ID card.

Please complete the fields below:

Sponsor Information:

Full Name (Last, First Middle): _____ Rank/Grade: _____
Date of Birth (DDMMYY): _____ Unit/Base: _____
Date Arrived Station (DDMMYY): _____ Accompanied Tour (circle one): YES NO
Tour Length: _____ Telephone: _____ Email: _____
UK Residency Address: _____

Dependents' Information: **Note: Names must reflect that on passport.**

Email: _____

Full Name (Last, First Middle): _____ Relationship: _____
Date of Birth (DDMMYY): _____ Nationality: _____ UK Entry Stamp Date: _____

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Full Name (Last, First Middle): _____ Relationship: _____
Date of Birth (DDMMYY): _____ Nationality: _____ UK Entry Stamp Date: _____

Items Required:

- US no-fee passport (US citizens) or foreign passport (foreign nationals)
****Passport must be mailed with application****
- (2) Two Passport photos size 2x2
(Locations: Bob Hope Community Center Bldg. 404 01638542579 or RAFL Bx Photos must be taken within the last 6 months/ no glasses)
- PCS orders
- Command Sponsorship (if not on original orders)
- Surf or Career Data Brief (if renewing vignette due to extended DEROS)
- Marriage certificate (if Command Sponsored/optional)
- Prior UK visa and/or BRP card (if applicable)
- (2) TWO C-4 pre-paid return envelopes from British Royal Mail (Royal Mail Special Delivery-silver/gray) with 500gr stamps or about £8 worth of stamps
* Example below

****Note:** Only one pair required per family **

