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# EXEMPTION VIGNETTE

## 48 FSS/Passport Office

Monday-Friday 0800-1500

**CLOSED: Third Wednesday of the month, USAFE Family Days, US Federal Holidays, and Goal Days**

**[48fss.passports@us.af.mil](mailto:48fss.passports@us.af.mil) / DSN: 226-1210 / COMM: 01638 52 1210**

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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 **optional** but encouraged as it can assist with off base employment, UK schooling, renting UK property, etc. The vignette is **FREE** and will be placed in the no-fee passport.

*(Exemption Vignette processing will take **APPROXIMATELY** 6-8 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): \_\_\_\_\_ Email: \_\_\_\_\_  
Tour Length: \_\_\_\_\_ Telephone: \_\_\_\_\_ Secondary Email (optional): \_\_\_\_\_  
UK Residency Address: \_\_\_\_\_

### **Dependents' Information:**

**\*\*Note: Names must reflect that on passport\*\***

Full Name (Last, First Middle): \_\_\_\_\_ Relationship: \_\_\_\_\_

Date of Birth (DDMMYY): \_\_\_\_\_ Nationality: \_\_\_\_\_ UK Entry Date: \_\_\_\_\_

Passport Number: \_\_\_\_\_ Email: \_\_\_\_\_

Full Name (Last, First Middle): \_\_\_\_\_ Relationship: \_\_\_\_\_

Date of Birth (DDMMYY): \_\_\_\_\_ Nationality: \_\_\_\_\_ UK Entry Date: \_\_\_\_\_

Passport Number: \_\_\_\_\_ Email: \_\_\_\_\_

Full Name (Last, First Middle): \_\_\_\_\_ Relationship: \_\_\_\_\_

Date of Birth (DDMMYY): \_\_\_\_\_ Nationality: \_\_\_\_\_ UK Entry Date: \_\_\_\_\_

Passport Number: \_\_\_\_\_ Email: \_\_\_\_\_

Full Name (Last, First Middle): \_\_\_\_\_ Relationship: \_\_\_\_\_

Date of Birth (DDMMYY): \_\_\_\_\_ Nationality: \_\_\_\_\_ UK Entry Date: \_\_\_\_\_

Passport Number: \_\_\_\_\_ Email: \_\_\_\_\_

Full Name (Last, First Middle): \_\_\_\_\_ Relationship: \_\_\_\_\_

Date of Birth (DDMMYY): \_\_\_\_\_ Nationality: \_\_\_\_\_ UK Entry Date: \_\_\_\_\_

Passport Number: \_\_\_\_\_ Email: \_\_\_\_\_

### **Items Required:**

- US no-fee passport (US citizens) or Foreign passport (Foreign nationals)  
**\*\*Passport must be mailed with application\*\***
- (2) Two Passport photos 2x2 (Taken within the last 6 months - No Glasses - Can be obtained at Kodak store BX)
- PCS orders
- Surf
- Command Sponsorship (if applicant is not on original orders)
- Copy of Marriage certificate (if Command Sponsored or name change)
- Prior UK visa and/or BRP card (if applicable)
- (2) Two A-4 pre-paid envelopes from British Royal Mail (Royal Mail Special Delivery-silver/gray) with 500g stamps  
**\*\*Note: Only (2) two envelopes required per family \*\***

***No appointments required for Exemption Vignettes***

***Only Walk-ins: Monday-Friday 0800-1500***