



Client Intake Form

↑ Date Agent/Representative Name

↑ CEO Name Client Organization/Company Name

Client Information Sheet

↑ Office Phone Cell Phone Email Address

↑ Mailing Address

↑ City Post Code Country

↑ Occupation/Business Type

↑ Business Plan

Work Visa Seasonal Visa Family Visa / Visit Visa / Tourist Visa Student Visa

↑ In which area to work

↑ Requested Services from IFS

↑ Other/Special Requests Availability for Follow-ups

↑ Documents Submitted Referred by

For Office Use Only

CEO Remarks

Stamp & Signature