

visa: trans-siberian



Dear Passenger,

In order to assist us in helping you to procure your Russian, Mongolian & Chinese Tourist Visas, we need you to complete and collate the following documents and return them to us as speedily as possible, so we can apply for your visas a maximum of 3 months prior to exit from Russia:

- Russian Tourist Visa **online application form**, with ONE passport-sized photo-sizes must match exactly- see the instructions on Russian Embassy website
- Passport with at least 6 months validity, in clean condition and with at least one free page (not the observations/remarks page)
- Mongolian Tourist Visa application form **completed online** from the Mongolian embassy website: www.consuls.net, with ONE passport sized photo attached
- Chinese Tourist Visa application form with ONE passport sized photo attached
- If accommodation/touring within China is booked through us, we can provide a copy of your Chinese hotel reservation upon request
- **on the go** can provide an invoice indicating that you are travelling into Beijing aboard the Trans Siberian or on a tour in China.

Please note the Russian and Mongolian embassy will only accept application forms that have been completed online. Please access the appropriate link below and fill in the form online before printing them, signing and attaching your photographs. Please do not hand-write on the forms, they will not be accepted.

Russian embassy website: <http://evisa.kdmid.ru> and Mongolian embassy website: www.consuls.net

NOTE: There are special Russian visa application forms for the residents of the USA and Georgia

RUSSIAN TOURIST VISA FEE	SINGLE ENTRY STANDARD SERVICE	SINGLE ENTRY EXPRESS SERVICE
UK	£76.40	£133.60
Australian	£59.40	£99.60
New Zealand	£59.40	£99.60
Ireland	£74.40	£111.60
South Africa	£74.40	£111.60
Canada	£64.40	£101.60
USA	£105.40	£183.60
European Union	£56.40	£93.60

CHINESE ORDINARY L-CLASS TOURIST VISA FEE	SINGLE	DOUBLE
UK passport holders	£66.00	£81.00
American passport holders	£101.00	£106.00
All other nationalities	£56.00	£66.00
Express service (48 hour) is only available if you are leaving the UK within 5 days	Contact us for details	Contact us for details

MONGOLIAN TOURIST VISA FEE	SINGLE	DOUBLE
All nationalities (some exceptions - see below*)	£40.00	£50.00
Express service - supplementary fee	£20.00	£20.00

PLUS:	Russian Ministry of Foreign Affairs Visa Invitation Letter	£25.00
PLUS:	on the go's service fee for all three visas	£75.00
PLUS:	Return of your passport via Royal Mail special delivery	£6.00
So, the fee for a standard service Single Entry visa for Russia, China & Mongolia for a UK passport holder will be £76.40 + £66.00 + £40 + £25 + £75 = £282.40 total		

*important note - Mongolian visa - Currently, US, Israel and Malaysian passport holders don't require a visa for a stay not exceeding 1 month. Other exceptions apply to holders of passports of some Asian sub-continental countries. Please check with us for current requirements.

Visas are required by all EEC nationals, Australian, New Zealand and Canadian passport holders.

For all other nationalities, please call us for details of fees.

UK 020 7371 1113 AUS 1300 855 684 NZ 0800 44 77 69 USA 1 866 377 6147 CAN 1 866 890 7038 SA 0800 982 686

68 NORTH END ROAD, WEST KENSINGTON, LONDON W14 9EP, ENGLAND, UK T: 020 7371 1113 F: 020 7471 6414 WWW.ONTHEGOTOURS.COM
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NOTES:

- All costs are per person
- Single or Double refers to 'entry'
- All non-UK passport holders are required to provide proof of residency in the UK, confirming their UK address, ie bank statements or utility bills for the last 3 months (please note that mobile phone bills will not be accepted by the Russian Embassy).
- Russian visa: The rush service is **NOT AVAILABLE** for passport holders from the following countries unless they have a UK residence permit or work visa: USA, Australia, Israel, Turkmenistan, France, Italy, Netherlands
- Russian visa: The rush service is **NOT AVAILABLE** for passport holders from Canada. Visa processing for Canadian citizens will take 15 working days.
- Russian visa: Citizens of Ireland can only apply for a visa at the Russian Consulate in London if they have a UK residence permit, or proof that they have been resident and working in the UK for more than 90 days or a long-term work/student visa.
- Russian visa: Citizens of the particular states of the Schengen zone (Austria, Belgium, Greece, Spain, Italy, Luxembourg, Netherlands, Portugal, Finland, France, Germany, Estonia) and Israel citizens, should submit an insurance policy for the whole period of their stay in Russia.
- Russian visa: Citizens of France should submit a bank statement for the three precedent months and a return ticket.

METHOD OF PAYMENT

You may pay for your visas via debit/credit card, cheque or cash. Cheques to be made payable to on the go.

WHEN CAN I APPLY FOR MY VISAS?

You may apply for your Russian visa 3 months prior to your EXIT date from Russia. The visa is valid for entry within 3 months. For your Mongolian & Chinese visas, you may apply 3 months prior to your ENTRY date into Mongolia & China.

HOW LONG WILL IT TAKE?

It will take approximately FOUR - FIVE working weeks from the time you have lodged your passport, for all 3 visas - with the Russian visa on the standard service. We will call you on your daytime number, as soon as your passport is returned from the Embassy. Sometimes, particularly during the busy summer months, delays can occur.

Also, an unusual system operates at the Russian Embassy, whereby we cannot guarantee due to excessive demand and the whims of Embassy officials that your passport will be accepted on the 1st attempt. Sometimes, particularly during the busy summer months, passports can take up to 3 attempts! Please exercise patience. Unfortunately the Russian Embassy often changes their processing times, visa rulings and costs and as your agent we can only advise you of these changes and seek advice from you as to the path you wish to take. We cannot be responsible for these changes. Should your passport have already been submitted and circumstances arise which necessitates the removal of your passport from them embassy or the fast-track service, please be aware that the Russian Embassy will be merciless and require full repayment of all embassy fees. **THIS IS BEYOND OUR CONTROL.**

It is important to know that the Chinese, Mongolian and Russian Embassies provide for no refund if your application is rejected or cancelled. Please exercise care when completing your application form

HOW DO I GET MY PASSPORT AND APPLICATION FORM TO ON THE GO?

You are advised to visit our office or alternatively, use a recorded postal service to forward the documents to us. Your passport is a valuable document. Our trading hours- [If visiting us on/around public holidays, please call in advance to check hours of trade]

Monday through Thursday	09h00 - 18h00	Friday	09h00 - 17h00	Saturday	10h00 - 16h00
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Please note: Visa procurement remains the responsibility of the passenger. Whilst we do our best to ensure that information featured here is current, visa requirements and fees can fluctuate.

GENERAL NOTES:

You must post your application and documents to us within 7 days of completing the online form, or the embassy may reject your application

You must submit your passport (not a copy), the completed visa application forms, 1 passport photo per form and proof of residency in the UK if you are not a UK resident, as well as a copy of your return flight ticket booking and hotel reservation for the Chinese visa

- We will need to have your passport for the entire duration of the visa process.
- The visa will be stamped into your passport
- Please ensure that when you ask us to request your Russian Invitation Letter that you have given us your entry date and exit date.

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GUIDELINES TO COMPLETING THE APPLICATION FORMS

Please note that your visa application cannot be processed until all sections of the form have been completed and (if necessary) proof of UK residency is provided.

- Please complete every question on the application forms

CHINESE:

- For the Name, Address and Telephone No. of company or person to visit in China, please put:
China Shandong Travel Services, No. 86 Jingshi Road, Jinan, Shandong Province, China Tel: +86 531 86590177
- Please write in block letters and in black ink.

MONGOLIAN:

- For the Address & Phone of the travel agent, please put:
on the go tours, 68 North End Road, West Kensington, London, W14 9EP Tel: 0207 371 1113
- Please complete the application form online, it cannot be handwritten.

GUIDELINES FOR ALL NATIONALITIES COMPLETING THE RUSSIAN VISA APPLICATION FORM

Please note that your visa application cannot be processed until all sections of the form have been completed and (if necessary) proof of UK residency is provided.

Please complete the following information:

- Please complete every question (in English) on the application form
- Reference Number: **002267**
- Name of tourist organisation: Interpoint
- Number of confirmation (voucher number - which you will receive from your on the go consultant)
- Purpose Section: **Tourism**
- Purpose: Tourism
- Visa Category and Type: Common Tourist
- Type of Passport: Tourist
- Medical Insurance: Is compulsory, your application will not be accepted unless 'yes' is ticked
- Please type your details, print out the page exactly as specified on the Russian Embassy Website and then sign and date it in **BLACK** ink.
- Hotel in Russia: If your Trans-Siberian Adventure starts/ends in Moscow: "Izmailovo-Vega" 105613, Russia, Moscow, Izmailovskoye sh., 71, 3V; ph: +7 (495) 9560506.
If your Trans-Siberian Adventure starts/ends in St Petersburg: "Andersen Hotel" 197022, Russia, St Petersburg, Chapygina str., 4; ph: +7 (812) 562223

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