

Visa: Russia



Dear passenger,

In order to assist us in helping you to procure your Russian Tourist Visa, 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 Russian visa a maximum of 3 months prior to your EXIT date from Russia:

- Russian Tourist Visa application form typed and signed, with ONE passport sized photo attached
- Passport with at least 6 months validity, in clean condition and with at least two blank pages (not the observations/remarks page).
- If you are a student, unemployed or self employed, you will need to provide a copy of your last 3 bank statements.

Please note you must type your details and print out the page exactly as per the instructions on the Russian Embassy page. The Russian Embassy will not accept any forms where the photo being the wrong size, or the page outlines not being exact as per their guidelines.

UK residents: <http://evisa.kdmid.ru> apply online and click on the relevant application form.

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

PLUS:	Russian Ministry of Foreign Affairs Visa Invitation Letter	£25.00
PLUS:	on the go's service fee	£35.00
PLUS:	Return of your passport via Royal Mail special delivery	£6.00

So, the fee for a standard service Single Entry visa for Russia for a UK passport holder will be £76.40 + £25 + £35 = £136.40 total

METHOD OF PAYMENT

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

NOTE:

- All costs are per person
- 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).
- 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
- The rush service is **NOT AVAILABLE** for passport holders from Canada. Visa processing for Canadian citizens will take 15 working days.
- 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.
- 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.
- Citizens of France should submit a bank statement for the three precedent months and a return ticket.

SUBMITTING YOUR APPLICATION:

You must submit your passport (not a copy), the completed visa application form, 1 passport photo, set against a white background, cut to exactly fit the photo section on the visa form and proof of residency in the UK if you are not a UK resident. We will need to have your passport for the entire duration of the visa process.

- The visa will be stamped into your passport
- Visas can only be processed three months prior to your exit date from Russia

Please ensure that when you ask us to request your Russian Invitation Letter that you have given us your entry date and exit date

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
Registered Office: Wey Court West, Union Road, Farnham, Surrey, GU9 7PT. Company Registration Number : 389 0079. VAT Registration Number : 752 4471 32



Visa: Russia (cont)



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. If visiting us - our trading hours are: - [If visiting us on/around public holidays, please call in advance to check hours of trade]

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 use the following information to fill in the application:

- Please complete every question (in English) on the application form
- Visa Category and type: Common Tourism
- Type of passport: Tourist
- Purpose of section: Tourism
- Purpose: Tourism
- Reference Number: **000294**
- Number of confirmation (voucher number - which you will receive from your on the go consultant)
- Name of tourist organisation: Tour De Force
- 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 tour starts in Moscow: "Izmailovo-Gamma Delta" 105613, Russia, Moscow, Izmailovskoye sh., 71, 3V; ph: +7 (495) 7377000. If your tour starts in St Petersburg: "Pribaltiyskaya" Russia, St Petersburg, Korablestroiteley Str., 14; ph: +7 (812) 3292626
- Route of journey (Saint Petersburg, Moscow Reg, Veliky Novgorod)

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

WHEN CAN I APPLY FOR MY RUSSIAN VISA?

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.

HOW LONG WILL THE PROCESS TAKE?

It will take approximately THREE to FOUR working weeks from the time you have lodged your passport, for the Russian Embassy to issue you with a visa on the standard service. We will call you on your daytime number, as soon as your passport is returned from the Embassy. Please note that for Canadian, US and Australian passport holders, the process will definitely take a minimum of THREE working weeks.

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 first attempt! Sometimes, particularly during the busy summer months, passports can take up to 3 attempts!!! We'll take the sting out of it for you, though!! 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 Russian Embassy provide for no refund if your application is rejected or cancelled. Please exercise care when completing your application form.

IMPORTANT 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.

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