

TOURIST VISA CHECKLIST

(TO BE SENT WITH THE VISA APPLICATION)

DOCUMENTS	AVAILABILITY
	× NOT ENCLOSED ✓ ENCLOSED
ORIGINAL PASSPORT	
COMPLETED ONLINE APPLICATION FORM (PRINTED AND SIGNED)	
COLOUR PHOTOGRAPH (3,5 X4,5)	
VISA SUPPORT DOCUMENT	
PROGRAMME OF YOUR STAY (IF REQUIRED)	
TRAVEL INSURANCE	
SOLVENCY PROOF (IF REQUIRED)	
EXTRACT FROM BIRTH CERTIFICATE (FOR MINORS ONLY)	
PARENTAL AUTHORIZATION TO LEAVE BELGIUM (FOR MINORS ONLY)	
SPONSORSHIP LETTER (IF REQUIRED)	
TRAVEL TICKETS (IF REQUIRED)	
A COPY OF BELGIAN ID CARD (IF REQUIRED)	
SIGNED SOLEMN DECLARATION	

CONTACT INFORMATION

NAME		CONTACT NUMBER	
EMAIL ADDRESS			
PREFERRED DELIVERY ADDRESS:			
DATE		SIGNATURE	

I hereby confirm that I have submitted a complete application and that I know and accept the minimum processing times required for my visa application.

Date: _____ Signature: _____

DOCUMENTS REQUIRED

In order to apply for standard single-entry or double-entry tourist visas, you must provide the following:

1. **Original passport**, which must contain at least 2 blank pages visa pages, and which must be valid for a period of 6 months after the visa expires;
2. **Online application form** completed on the website visa.kdmid.ru , printed and signed in person by the applicant.
 - When selecting the location where you are going to submit your documents, you need to choose VFS Antwerp
3. **Colour photograph 3,5x4,5** - please see [Photo Specifications](#)
 - Your photo should be glued to the application form
4. **Visa support document** (i.e. a confirmation that you are going to be hosted as a tourist by a Russian tour operator, which is registered in [the Unified Register of Tour Operators](#))

PLEASE SEE AN EXAMPLE AFTER THE LIST OF DOCUMENTS

- if you are staying in Russia for more than 15 days, you need to provide a **detailed program of your stay**
PLEASE SEE AN EXAMPLE AFTER THE LIST OF DOCUMENTS
 - Please note that we do not accept online bookings/reservation confirmation etc
5. Both-way tickets (airplane, train, bus)
 - It is required only if you have an unused Russian visa in your current passport
 6. **Medical insurance policy** document, valid in the territory of the Russian Federation and covering the entire duration of the visa.

Please note - The medical insurance policy must contain:

- the date when the agreement was signed;
- the policy number;
- the full name of the person insured;
- full details of the insurer;
- the policy must cover the entire period of stay in Russia for all type of visas;
- a list of medical and medical-transport services provided for, including repatriation in case of death;
- the minimum amount of cover must be 30,000 EUR;
- the territory must be Worldwide, the Russian Federation, or Europe including Russia;
- the signature of the insurer.

Insurance policies and confirmation letters which do not contain the information above and standard forms stamped by the insurer will not be accepted.

7. **Solvency proof (FOR STUDENTS AND UNEMPLOYED ONLY)**

A bank account / credit / debit card statement showing the movements for the last 2 weeks. Each person must have at least EUR 1000 for one week of stay at his/her disposal.

8. **FOR MINORS ONLY:**

- **An extract from the birth certificate** received in the municipality of Belgium (in English, French or Dutch) or any other similar foreign authority;
- **In case if the minor is travelling with only one of the parents** : the second parent's **authorization for leaving the country** received in the municipality of Belgium indicating the dates of the trip;

- If the child is travelling accompanied by a third person:
 - **Parental authorization from both parents** proving that the minor is allowed to leave Belgium accompanied by the third person
 - **A solvency proof** from one of the parents (A bank statement showing that he/she has at least 1000 euro per one week stay in Russia)
 - **A sponsorship letter** proving that the parent will sponsor the trip and cover all the costs during the child's trip to Russia

9. **Copy of Belgian ID card** (both sides)

Citizens of all countries except for the EU countries should provide a valid Belgian residence permit with the durability of more than 90 days.

Please note that **the citizens of Denmark, Ireland and Great Britain and the Northern Ireland have to provide** a permanent residence permit.

USA citizens do not need to provide a permanent residence permit.

Important: The Consulate General of the Russian Federation in the Kingdom of Belgium may require additional documents before issuing a visa, may invite you to an interview or extend the time required for consideration of your visa application.



SCHEDULE 1

SOLEMN DECLARATION*

I , holder of passport No , issued by , hereby undertake that I shall utilise my visit only for the purpose of which, Visa has been applied. I also declare that I am present in Belgium on the date of making this application and that all the information given by me here is true, accurate and complete.

I understand that my Visa application is being handled through VFS GLOBAL, service providers in Belgium appointed by Consulate General of Russia in Brussels, or the Russian Embassy in Brussels Belgium. I am aware that the grant or refusal of Visa is at the sole discretion of the Consulate General of Russia / Russian Embassy and VFS Global is not responsible for the same or for any delay in the receipt of the Visa.

The processing of my application including processing time is subject to the procedures and timescales of the Consulate General of Russia / Russian Embassy over which VFS Global has no control. I hereby agree to the VFS GLOBAL SERVICES Belgium, Terms and Conditions including Disclaimer and VFS Data Protection policy current at the date of my application.

I accept that application fees are not refundable and are payable even if a Visa is not granted. I accept that VFS Global limits its liability for replacement of lost passports or other travel documents, to refund of my application fee, and reimbursement of government fees in accordance with the VFS Global refund policy.

I am responsible for the accuracy of my application form, and I accept that if VFS Global checks my application form, it does not guarantee that it will find any errors, and does not verify information I have provided. I accept that VFS Global excludes all other liability in relation to my application and advice or information given to me, including for breach of contract or negligence. I acknowledge and agree that my application and associated data (personal even sensitive) will be processed in accordance with the VFS Data Protection Policy and that my data may be processed by an affiliated company which may be a part of the VFS group of companies or a subcontractor for VFS Global, and that such processing may take place by Russian Embassy / Consulate but subject to the same standards as apply in under the Belgian Law as currently effective and according to the type of data I submit to have my VISA issued. I also state that I fully understand the present text in English and all other documents referring to VFS group policies , Terms & Conditions etc. that were available for me to review and I dully accept.



Important Note: Suppression of facts or furnishing misleading/false information will result in denial of Visa without assigning any reason. Visa fee once tendered is non-refundable and subject to change without notice. After receipt of Visa ensure name, spellings, passport number, type and validity Visa is given correctly. Visa is valid from the next day of date of issue. It is advisable to make travel arrangements after obtaining appropriate Visa.

Submitted in , on [.....] [.....] 2018

.....
Sign & print name in block capitals

* TA commits to obtain a duly signed SOLEMN DECLARATION by each applicant

VISA SUPPORT DOCUMENT:

ПОДТВЕРЖДЕНИЕ № 10/07299		191028, г. С-Петербург ул. Фурштатская, д. 24, оф. 211 Тел.: (812) 320-7060 Факс: (812) 320-7060 ООО "РАШН ИВЕНТ" Референс № 002503		191028, St. Petersburg Furstatskaya st., 24, of. 211 Tel.: (812) 320-7060 Fax: (812) 320-7060 RUSSIAN EVENT Reference № 002503	
О приеме иностранного туриста					
Кратность визы		однократная			
Гражданство		США			
Въезд с		29/08/2010		Выезд до 04/09/2010	
Фамилия:					
Имя, Отчество (имена):					
Дата рождения:		14/10/1948		Пол: женский	
Номер паспорта:					
Цель поездки:		Туризм			
Маршрут и места размещения:		Санкт-Петербург, гостиница "Гранд Отель Европа"			
Принимающая организация, ее адрес, № референса					
Russian Event Company (ООО "РАШН ИВЕНТ") № референса 002503					
г. Санкт-Петербург, ул. Фурштатская, д. 24, оф. 211, тел. (812) 3207060					
Дополнительные сведения:					
		Подпись		<i>Шипкова</i> Шипкова О.А.	
		Дата		18 МАЙ 2010	
		Подпись		<i>Шипкова</i> Шипкова О.А.	
		Дата		18 МАЙ 2010	
ВАУЧЕР - VOUCHER № 10/07299					
На оказание туристических услуг					
Фамилия, имя					
Гражданство		США			
Цель поездки		Туризм			
Срок пребывания		29/08/2010		- 04/09/2010	
Маршрут		Санкт-Петербург, гостиница "Гранд Отель Европа"			
Услуги		Экскурсии			
Оплата		Произведена полностью			
Дополнительные сведения:					



Suvorovskiy prospekt, bld. 2B, letter A, office 206, St. Petersburg 191036 Russia
 www.travelrussia.ru mail@travelrussiatoday.com
 Reference number of Russia Ministry of Foreign Affairs is 000961
 VOUCHER № 135017

Important! Your visa has to be registered within 7 working days at our office

Name: _____
 Surname: _____
 Hotel: **Saint-Petersburg (Cuba Hostel), Moscow (Hotel Tourist)**
 From: **11.02.17**
 Till: **10.03.17**
 Number of days: **28**

2017	Arrival to Saint-Petersburg, accommodation at the hotel "Cuba Hostel";	11.02.2017	Прибытие в Санкт-Петербург, размещение в гостинице "Хостел";
2017	City tour by car;	12.02.2017	Обзорная экскурсия по городу на машине;
2017	Excursion to the Hermitage;	13.02.2017	Экскурсия в Эрмитаж;
2017	Free day;	14.02.2017	Свободный день;
2017	Tour to Peterhof;	15.02.2017	Экскурсия в Петергоф;
2017	Excursion to memorial flat museum of Dostoevsky;	16.02.2017	Экскурсия в музей-квартиру Ф.М.Достоевского;
2017	Excursion to Ethnographical Museum;	17.02.2017	Экскурсия в этнографический музей;
2017	Excursion to the Cruiser Aurora museum;	18.02.2017	Экскурсия в музей «Крейсер Аврора»;
2017	Excursion to Eretria Museum of Contemporary Art;	19.02.2017	Экскурсия в музей современного искусства «Эртриа»;
2017	Free day;	20.02.2017	Свободный день;
2017	Excursion to the Russian Museum;	21.02.2017	Экскурсия в Русский музей;
2017	Excursion "Three Cathedrals";	22.02.2017	Экскурсия "Три Собора";
2017	Shopping day;	23.02.2017	Посещение сувенирных магазинов;
2017	Departure from Saint-Petersburg;	24.02.2017	Отъезд из Санкт-Петербурга;
2017	Arrival to Moscow, accommodation at the hotel "Tourist";	25.02.2017	Прибытие в Москву, размещение в гостинице "Туркист";
2017	City tour by car;	26.02.2017	Обзорная экскурсия по городу на машине;
2017	Excursion to Vorebrev gory;	27.02.2017	Экскурсия на Воробьевы горы;
2017	Excursion to Pushkin Museum of Fine Arts;	28.02.2017	Экскурсия в музей Искусств им.Пушкина;
2017	Free day;	01.03.2017	Свободный день;
2017	Excursion to Tretyakovskaya Gallery;	02.03.2017	Экскурсия в Третьяковскую галерею;
2017	Excursion to Kremlin and Red square;	03.03.2017	Экскурсия в Кремль и на Красную площадь;
2017	Free day;	04.03.2017	Свободный день;
2017	Excursion to the Museum of Modern Literature;	05.03.2017	Экскурсия в Музей Современной литературы;
2017	Excursion to "The Old Arbat";	06.03.2017	Экскурсия по Старому Арбату;
2017	Excursion after Cathedrals of the city;	07.03.2017	Экскурсия «Соборы Москвы»;
2017	Excursion to Ramenskoe;	08.03.2017	Экскурсия в Раменское;
2017	Shopping day;	09.03.2017	Посещение сувенирных магазинов;
2017	Departure from Moscow.	10.03.2017	Отъезд из Москвы.

All services and accommodation are fully paid



Stamp: _____
 Signature: _____