

VISA SERVICES CANADA

WWW.VISASERVICESCANADA.CA

TOURIST VISA APPLICATION FEES FOR RUSSIA

*** Visa fees and times are subject to change by the embassy without notice ***

VISA FEES for Canadian citizens

(Russian fees as of Nov 2018)

Single Entry Russian Visa (available to all Canadian tourists)

- Regular visa \$176

- Urgent visa \$302

Double Entry Russian Visa (requires travel to USSR/CIS state; China; or Mongolia ONLY)

- Regular visa \$251

- Urgent visa \$453

SERVICE FEES for Ottawa & NCR (613 & 819), BC, NS, NB, PEI, NFLD, NU, YT, NWT. SERVICE FEES for ONTARIO (not 613/819), MANITOBA, SASK. and ALBERTA.

- REGULAR SERVICE FEE (20 business days) \$75.

- URGENT SERVICE FEE (4-7 business days) \$150.

SERVICE FEES for QUEBEC (not 819).

- REGULAR SERVICE FEE (20 business days) \$140.

- URGENT SERVICE FEE (6-8 business days) \$215.

FORMER SOVIET or RUSSIAN NATIONALS

All former citizens of USSR, or citizens that immigrated from Soviet Union or Russian Federation before 06 February 1992 must submit one of the documents confirming that they are no longer citizens of the Russian Federation ("visa to Israel" or "permanent residence abroad" stamp, official document certifying that their Russian citizenship was renounced or photocopy of USSR passport); otherwise, applications cannot be accepted and processed. In accordance with Russian laws, citizens of the Russian Federation regardless of any other citizenship must travel on valid Russian documents only.

MEDICAL INSURANCE

No medical insurance is officially required for Canadian citizens.

Citizens of Austria, Belgium, Bulgaria, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Israel, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden, and Switzerland should submit national medical insurance certificate valid for Russia or guarantee of medical coverage from a Russian hosting organization for all period of stay. Medical insurance certificate should contain Russian contact number for emergency or assistance.

REVIEW YOUR FORMS BY EMAIL

Most Russian applications are incorrectly filled out due to the complexity of the Russian visa application system. *PLEASE* email the PDF of your Russian application form to us for review *PRIOR* to shipping the package to Ottawa. The first review is free. After we have provided the corrections all further reviews and editing will be charged at the rate of \$50.

Email to [info @ visaservicescanada .ca](mailto:info@visaservicescanada.ca)

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SPECIFIC TOURIST & VISIT VISA REQUIREMENTS FOR RUSSIA

Nov 2018

The form must be filled out on-line using the computer. Go to the following Russian government website in order to fill in the electronic Russian visa application form on your computer. Type this web address in the address bar, *not* in a search engine.

<https://visa.kdmid.ru>

- **NO** ink amendments are allowed. **NO** white out is allowed. Sign in **BLACK INK** only. Do not touch the edge of the signature box.

- You must provide a **second photocopy** of the Russian form itself (not the supporting documents).

TOURIST VISA & PRIVATE VISIT VISA

You must put these items in the application package:

- ✓ - original passport, signed, valid for at least 6 months after return to Canada,
- ✓ - one clear uncut photocopy of information page of passport,
- ✓ - two (2) versions of the Russian government on-line application form, (both signed in BLACK ink), SINGLE-SIDED only.
- ✓ - one recent passport-style photograph, *MUST BE 45 mm x 35 mm* size. Do not cut. Do not glue.
- ✓ - signed letter from yourself explaining who is travelling, where, when and with what purpose.
- ✓ - travel / flight / river cruise itinerary with names and flights/dates.
- ✓ - VOUCHER & CONFIRMATION DOCUMENT: a voucher from Russian hosting tourist company explaining who is travelling, where, when, services as paid, issued by the Russian hosting company. (VSC can provide these documents).
- ✓ - copy of health coverage valid in Russia for all European applicants.
- ✓ - ALL applicants must provide their Russian on-line application form security password.

PRIVATE VISIT VISA APPLICATIONS

For Canadians visiting a person in Russia (Russian or ex-pat), and possibly staying with that person: ALL applicants must provide an original official invitation document arranged by the invitor and then issued by the government of Russia.

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RUSSIAN ELECTRONIC VISA APPLICATION FORM

Canadians, and legal residents of Canada, applying for a Russian visa have a two-part application process. The first part is electronic, and the second part is on paper.

Russian regulations requires all initial visa applications to be made electronically over the internet directly to the Russian government.

Go to the following Russian government website in order to fill in the electronic Russian visa application form on your computer. Type or copy this web address into the address bar, *not* in a search engine.

<https://visa.kdmid.ru>

This web-site contains the official secure Russian Visa application form as administered by the consular department of the Ministry of Foreign Affairs of the Russian Federation. You must have Adobe Acrobat Reader installed on your computer in order to process this form.

This form must be completed in it's entirety.

Once finished and submitted and saved, it must be emailed to our office for quality control checking.

Please see our online manual for full instructions.

Click here for the Russian visa form manual.

http://visaservicescanada.ca/docs/Russia_manual_2018.pdf

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TOURIST VISA SUPPORT (VOUCHER) FEES FOR RUSSIA

*** Visa Support fees and times in Russia are subject to change without notice ***

Visa Services Canada is pleased to offer a visa support service where we will get tourist and business support vouchers on your behalf which can be used to support a visa application. Vouchers we acquire from Moscow can be emailed to you for printing, or in the case of business vouchers, should be sent to the consular office by telex.

TOURIST VISA SUPPORT DOCUMENT

Single/Double Entry Tourist Voucher (valid for 1 month stay) for **airline, train and bus** passengers

Processing: 1 working day \$50

Tourist invitation vouchers sold by Visa Services Canada are issued by OOO Atlanta of Russia. Your invitor must be listed as "**OOO ATLANTA**". Their official registration reference number is "**017328**"

CRUISE SHIP TOURIST VISA SUPPORT DOCUMENT

International cruise ship passengers do not need a Russian tourist visa if they participate in a shore excursion organized by their cruise line. This means all passengers can leave the ship only in a tour group or private car if organized and sponsored by their cruise line. Passengers must present the following at the port of embarkation (start of cruise) and the Russian port to enter Russia:

- passport valid for at least six months & photocopy of passport
- cruise line excursion ticket.

Single/Double Entry Tourist Voucher for Cruise Ship Passengers

Processing: 2 working days ~\$250

Passengers using this option must buy *PORT PERMISSION*, an escort through customs, and a basic driver package. This averages \$250. per person per day. Please call for exact prices.

SERVICE CHARGE (per person per visa support) \$50.

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Email to *info @ visaservicescanada .ca*

THIS SIZE IS MANDATORY - NO EXCEPTIONS - NO CDN PHOTO SIZES ALLOWED

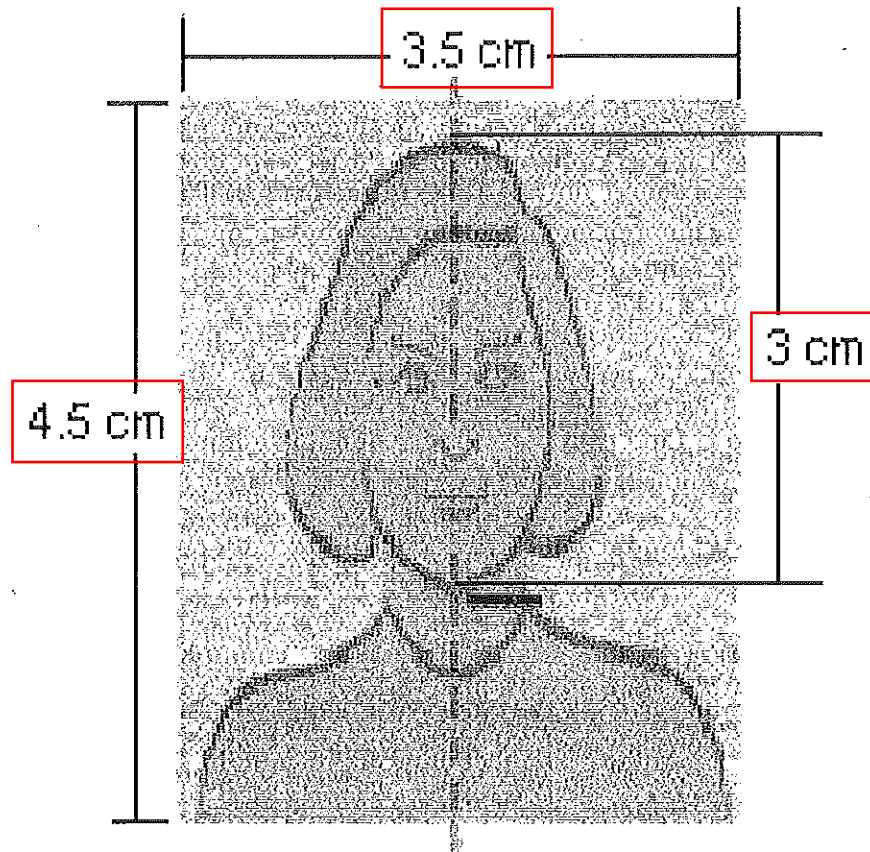


Photo specifications: 35 x 45mm

Your photograph must be taken within the last six months against the white or light background. The photo must show a full front view of the applicant's head and shoulders showing full face centered in the middle of the photograph.

THIS SIZE IS MANDATORY - NO EXCEPTIONS - NO CDN PHOTO SIZES ALLOWED

VISA SERVICES CANADA®

Freedom to Travel, Personalized®



Visa Services Canada, Inc.
275 Slater Street, Suite #900
Ottawa, ON, K1P 5H9, CANADA
Phone: 613-231-7054
Toll-free: 866-378-1229

www.VisaServicesCanada.ca
info@visaservicescanada.ca

ALL APPLICANTS: full legal names

1.	
2.	
3.	
4.	
5.	

SHIPPING ADDRESS - all details mandatory

Street Address			Apartment #	
City			Province	
Postal Code		Country (if not Canada)		
Phone		Office Phone		
Cell Phone				
Email				

Visa Countries (in order of arrival)	Visa type tourist / business / etc	Entries 1 / 2 / multi	Service level regular / fast	Date of entry & exit (dd / mm / yy)

SHIPPING OPTIONS

- Personal pick-up in Ottawa
- Canadian shipping \$30
- Cdn10:30am shipping \$40
- Foreign shipping (cost+)

Do not write in this area

Payment:

- Visa
- Mastercard
- E-Transfer

Cardholder

Card #

Expiry date

Original ink signature & date (authorizing credit card charge and terms of service). Credit card must be in the name of an applicant.



Terms: By using *Visa Services Canada* you are authorizing the company to handle your personal information and your passport, and to hand over such passports and information to a foreign diplomatic mission in Canada or abroad for the purpose of acquiring a visa. By using the services of VSC you are accepting in whole the following terms, conditions, and limitations: VSC cannot and does not guarantee a visa will be issued by a diplomatic office, as this is the sole prerogative of the foreign government. VSC is not responsible for the safety or security of your passport once the passport has entered the diplomatic grounds or passed into the control of a shipper. VSC is not liable for any stolen or lost passport, and has no liability for late shipping delivery of passports and visas. Cash, bank drafts, credit cards and money orders are subject to a 1 % bank charge. I understand this liability statement.

Internal Use Only

SHIPPING

Date sent by VSC

Tracking #

Date received by client

SECURE PAYMENT FOR TOURIST & VISIT VISAS

Visa Services Canada, Inc. is pleased to offer the most secure means of payment available in Canada for the processing of your tourist or your visit visa. This is the mandatory payment form. As of January 2017 tourist/visit clients must pay by e-transfer. Credit card is no longer accepted.

INTERAC e-Transfer®

Interac e-Transfer is a funds transfer service between personal and business accounts at Canadian banks and other financial institutions. You do not have to provide any account details or even a credit card number to our company. Our staff never see any of your account details when you use an e-transfer method of payment. You deal only with your bank or financial institutions to make payment in a totally secure environment right from your home or office.



HOW IT WORKS

1. Fill in the entire visa application form, including the VSC cover page above, and send it to our office by courier or e-mail as applicable.
2. Our professional staff review your application and determine the total payment (including taxes and shipping) to be made by you.
3. **Our staff send you an e-mail detailing the full and final charges. This email will contain all the instructions for making the e-transfer. It will include the e-mail and security codes, and step-by-step instructions for you.**
4. You, or a friend or relative acting on your behalf, make the e-transfer to VSC for all the visa processing charges and fees.
5. It takes about 30 minutes for the bank to send the e-transfer notification to our office. We then receive the funds and can then pay the embassy on your behalf. Payment must be received before the embassy can be approached with your application.

YOUR E-MAIL ADDRESS

Applicants **MUST** provide at least one (1) working and monitored e-mail address on the VSC cover page so that our staff can contact you with details of the payment. Please provide two.

An application form without a typed correct and monitored e-mail address cannot be processed.

Applicants who respond immediately are assisted first. Applicants who do not respond within three days (72 hours) will have their applications cancelled and their passports prepared for return. Failure to respond promptly may result in you missing your journey.



VISA SERVICES CANADA

Suite 900 - 275 Slater St.
Ottawa, ON, K1P 5H9, CANADA
WWW.VISASERVICSCANADA.CA
613-231-7054

I, _____, authorize *Visa Services Canada* to act on my behalf in acquiring a visa for my passport. *Visa Services Canada* is authorized to drop-off and pick-up my passport and any other personal documents from the embassy, high commission, consulate, diplomatic mission of the country of _____ while aiding me in acquiring a visa. *Visa Services Canada* is also authorized to receive information about my application from the visa office while acting on my behalf.

Signed on this _____ day of the month of _____ in the year _____,
in the city of _____ in the province of _____, in Canada.

Signature _____



OFFICE COPY



VISA SERVICES CANADA

Suite 900 - 275 Slater St.
Ottawa, ON, K1P 5H9, CANADA
WWW.VISASERVICSCANADA.CA
info@visaservicescanada.ca
613-231-7054 toll-free 866-378-1229

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Signed on this _____ day of the month of _____ in the year _____,
in the city of _____ in the province of _____, in Canada.

Signature _____



EMBASSY COPY



Visa Services Canada

RUSSIAN TOURIST VOUCHER REQUEST FORM

900 - 275 Slater Street, Ottawa Ontario K1P 5H9 Canada 613-231-7054
email: info@visaservicescanada.ca

This is a request form to be used by Canadian tourists who need an official Russian tourist *Voucher and Invitation* in order to apply for a Russian tourist visa. Most persons will have received their voucher from their hotel or tour company. Those who do not have one must get one in order to acquire a Russian visa.

FULL NAME (family, first, middle) (Exactly as in your passport)	
DATE of BIRTH	(dd/mm/yyyy)
PLACE of BIRTH (city/prov/country)	
PASSPORT NUMBER (AA123456)	
PASSPORT DATES of VALIDITY (dd/mm/yyyy - dd/mm/yyyy)	
ALL CITIES BEING VISITED in RUSSIA (List no more than five cities/towns)	
DATE of ENTRY to RUSSIA (When does the flight/train arrive in Russia?)	(dd/mm/yyyy)
DATE of DEPARTURE from RUSSIA (When does the flight/train depart Russia?)	(dd/mm/yyyy)
NAME OF HOTEL #1	
ADDRESS of HOTEL #1	
NAME OF HOTEL #2	
ADDRESS of HOTEL #2	
NAME OF HOTEL #3	
ADDRESS of HOTEL #3	
NAME of RIVERBOAT (For persons on a Russian river tour)	

You must E-Mail four files to our office in order to acquire the Russian tourist voucher:

- 1) This Russia voucher form as one PDF (maximum 1 Mb).
- 2) Your passport scan as one PDF (maximum 1 Mb).
- 3) The Russia visa application form as one PDF (maximum 2 Mb).
- 4) Your hotel/cruise bookings as one PDF (maximum 2 Mb).

EMAIL the entire package of four files to: info@visaservicescanada.ca

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EMBASSY REGISTRATION

For your personal safety and security we can register you with the embassy of Canada in the country or countries to which you will travel on your upcoming business or tourist journey.

During times of national emergency such as natural disasters, war, or bombings, the government of Canada may seek out all Canadian nationals in a disaster or security zone. Canadians who are registered are the first ones found and can be the first evacuated in some cases.

This is a fast and efficient way of ensuring the Canadian Government can find you in case of an emergency, and can give your family some security during your travels.

- **YES, please register my trip with the government** (\$20. fee per person)

ABOUT ME

Last name as in passport	
First name as in passport	
Date of birth: (DD/MM/YYYY)	
Gender as in passport:	
Canadian Passport number:	

ABOUT MY TRIP

Destination country	
Region in country if known	
Additional information (address or hotel name)	
Arrival date at destination (DD/MM/YYYY)	
Departure date from country (DD/MM/YYYY) I do not know my departure date	

MY CONTACT DETAILS OUTSIDE CANADA

You must provide at least one way of contacting you outside Canada

Email address which you check regularly	
Telephone number with area code	
Mobile telephone number with area code	

Send me a text message with destination travel advice and advisories upon arrival

EMBASSY REGISTRATION continued**MY EMERGENCY CONTACT IN CANADA IS**

You must provide at least one means of contacting this person.

Emergency contact in Canada's full name	
Emergency contact in Canada's Email	
Emergency contact in Canada's telephone number with area code	
Emergency contact in Canada's mobile number with area code	

I AM GOING TO A SECOND COUNTRY

Second Destination country	
Region in country if known	
Additional information (address or hotel name)	
Arrival date at destination (DD/MM/YYYY)	
Departure date from country (DD/MM/YYYY) I do not know my departure date	

I AM GOING TO A THIRD COUNTRY

Third Destination country	
Region in country if known	
Additional information (address or hotel name)	
Arrival date at destination (DD/MM/YYYY)	
Departure date from country (DD/MM/YYYY) I do not know my departure date	

PRIVACY STATEMENT

The information collected here will be shared with the Government of Canada in order to register you as a Canadian abroad. The data will not be shared with any other government or with any private company. By filling out this form you acknowledge that you understand how your data will be used and retained, and that *Visa Services Canada* is not liable for the data after it has been given to the Government of Canada.