

## The Russian visa application form:

Follow this link and you will be led to this screen:

You only have 30 minutes to complete the form. After 30 minutes the form deletes itself...

The screenshot shows the VFS Global Russia Visa application form homepage. At the top, there is a header with the Russian flag and 'Russia VISA' on the left, and 'VFS GLOBAL' with the UK flag on the right. Below the header is a banner image showing the Tower Bridge and St. Basil's Cathedral. A 'Quick Links' box is centered, containing three links: 'Create Online Visa Application/s', 'Modify/Retrieve Visa Application/s', and 'Download/Print Document/s'. An arrow points from the 'Create Online Visa Application/s' link to a yellow box below. The footer contains copyright information, terms and conditions, and a note about the best viewing resolution.

Click 'Create Online Visa Application/s' to begin. This will lead you to the following page...

The screenshot shows the 'Create Visa Application/s' form. It has a title bar with the text 'Create Visa Application/s' and a note '\* Indicates Mandatory Fields'. The form contains several sections with questions and dropdown menus. A yellow box highlights the 'Continue' button at the bottom. A list of instructions is provided below the form, corresponding to the letters a through g.

Where would you like to submit your Visa Application/s? \*

Should you decide to Post (Mail/ Courier) your application/s to us, select the appropriate services that you will use i.e. Royal Mail. \*

How would you like your processed application returned to you? \*

How would you like your application to be processed? \*

Would you like to receive update text messages regarding your visa application?: \*

Please provide your active Email-ID: \*

Enter Code as Seen in Image (Case Sensitive): \*

**Continue**

- a select 'Russian Visa Application Centre, London-Embassy of the Russian Federation, London'
- b select 'In-Person at the Application Centre' (we deliver 'in-person' on your behalf)
- c select 'Collect In-person from the Application Centre' (we collect 'in-person' on your behalf)
- d select 'normal' (the processing speed can always be changed at a later point)
- e select 'no' (the text messaging service will not be necessary)
- f be sure to enter 'visas@theadventurists.com' in this space so that we can retrieve your online application whenever necessary
- g copy out the code exactly as seen in the pink box

Click 'Continue' and you will be led here:

The screenshot shows the 'Passport Validation' form. It has a title bar with the text 'Passport Validation' and a note '\* Indicates Mandatory Fields'. The form contains two input fields: 'Passport Number: \*' and 'Passport Expiry Date: \*'. Below the input fields are 'Back' and 'Continue' buttons. An arrow points from the 'Continue' button of the previous form to this one.

**Passport Validation** \* Indicates Mandatory Fields

Passport Number: \* 123456789

Passport Expiry Date: \* 8 MAR 2012

**Back** **Continue**

At this screen, enter passport number and passport expiry date (note: this must be at least 6 months after the expiry date of your visa) then click 'continue' to proceed...

The first part of the application form...

Make sure you select the right kind of passport!

**Individual Information(Part A)**

Visa Details

Present Passport: \* a UNITED KINGDOM

☐ If you formerly had a USSR or Russian Nationality, please indicate when and why you lost it

Type Of Passport. Applicants with a normal citizen passport should select the option 'TOURIST' irrespective of the type of visa they are applying for \*

Please select the Visa Category you would like to apply for: \*

Please select the Visa Duration you would like to apply for: \*

Please select the type of entry you would like to apply for: \*

**Make sure you select the right kind of visa!**

**Passport Type:** Tourist, --select--, Diplomatic, Official, Tourist, Other

**Visa Category:** TOURIST VISA, -- Select --, PRIVATE VISA, HUMANITARIAN VISA, STUDENT VISA, BUSINESS VISA, WORK VISA, TOURIST VISA, TRANSIT VISA, OFFICIAL VISA, DIPLOMAT VISA

**Visa Duration:** TOURIST VISA, 1M

**Type of Entry:** Double Entry

[Please click here to get the visa fee details](#)

\* Indicates Mandatory Fields

- a select your nationality (NOTE: additional paperwork may be required if you are not a British citizen)
- b unless you own a diplomatic or official passport select 'tourist' (usually referred to as an 'ordinary' passport)
- c select visa type: 'TOURIST VISA'
- d select duration (only 1 month allowed for tourist visas)
- e select number of entries (how many separate times will you enter Russia? For tourist visas the maximum is 2: 'Double-entry')

**Personal Details**

Sex: \* a Male

Title: \* b Mr

Surname (as in passport): \* c COLUMBUS

First and middle names (as in Passport): \* d RIDOLFO GHIRLANDA

Date of Birth: \* e 31 OCT 1451

Place of birth\* (if born in Russia or USSR, please indicate when and what country you emigrated to): f GENOA

Emigrated Date: g DD MON

Emigrated Country: h --select--

Other Surnames used\* (maiden name, pen-name, holy orders, etc.): If you do not have any other Surnames please type No.: i NO

Marital Status: \* j Single(Never Married)

**The page at <https://www.visaservices.co.in> says:**

Please validate spelling as per passport, this spelling will appear on your visa.

OK

- a select sex
- b select title
- c enter Surname
- d enter other names (on completing this field you will be presented with a pop-up box asking you to verify the spelling, which must be exactly as in your passport)
- e enter date of birth here
- f enter place of birth (i.e. town or city)
- g if you are an emigrant, enter the date on which you emigrated your country of origin here (leave blank if you are not an emigrant)
- h enter the country from which you emigrated here (leave blank if you are not an emigrant)
- i If you have no other names (e.g. maiden name) you must enter 'NO' in this field
- j select marital status from the drop-down box

Pay close attention with this section. Even those fields that do not seem to apply to you must be filled in correctly.

Relatives' information			
Your father's full name: *	<b>a</b> DOMENICO GHIRLANI	Your mother's full name: *	<b>b</b> DAVIDE GHIRLANDAI
<b>Educational Details</b> List all educational institutions you ever attended, except high schools. Please type DID NOT STUDY if not applicable. <b>Make sure you answered all the questions in this section</b>			
Name: *	<b>c</b> SCHOOL OF FRA BAR	Course Of Study:	<b>d</b> ART
Address and Phone Number:	<b>e</b> GENOVA, 1504		
Date Of Admission:	<b>f</b> 1 JAN 1504	Date Of Graduation:	<b>g</b> 1 JAN 1543
Name: *	<b>h</b> DID NOT STUDY	Course Of Study:	
Address and Phone Number:			
Date Of Admission:	DD MON	Date Of Graduation:	DD MON

Note!

- a** enter your father's FULL NAME here
- b** enter your mother's FULL NAME here
- c** enter the name of the institution you most recently GRADUATED FROM (i.e. not where you are currently studying); if you did not go on to further education after the age of 18 you must enter 'DID NOT STUDY' both here and in 'h' and leave all other fields blank
- d** enter course where relevant; otherwise leave blank (though not marked as one this is a required field; if it is not filled correctly your application will not be accepted)
- e** enter details where relevant; otherwise leave blank (though not marked as one this is a required field; if it is not filled correctly your application will not be accepted)
- f** enter date of admission to the named institution where relevant; otherwise leave blank (though not marked as one this is a required field; if it is not filled correctly your application will not be accepted)
- g** enter date of graduation to the named institution where relevant; otherwise leave blank (though not marked as one this is a required field; if it is not filled correctly your application will not be accepted)
- h** enter the name of the institution you GRADUATED FROM prior to that named above. If this was a secondary school or sixth form college this does not apply and you must enter 'DID NOT STUDY' and leave the other fields blank; otherwise continue with the following fields exactly as above (again they are all required fields; if not filled correctly your application will not be accepted)

There is not much that is intuitive with this part of the application form. Fill out the following fields very carefully...

**Visit Details**

Purpose of visit: \* a SPECIAL PURPOSE TOURISM b EUROPLANETA 00417

Route of Journey:(Points of destination) \* c ST PETERSBURG 1 MOSCOW 2 NOVOSIBIRSK 3

Date of Entry: \* d 10 AUG 2011

Passport Date of Issue: \* f 8 MAR 2002

Who will pay for your trip to and stay in Russia?: \* g I WILL

Russian institution or organisation to be visited (for tourists-name and reference number of the host tourist company, for businessmen-name of the host organisation and town, for private persons-last name, first name, middle names and home address of the host): \*

Date of Departure: \* e 10 SEP 2011

Passport Issue by: \* h GENOA PASSPORTS

Name, address and phone number of person or hotel in Russia that you plan to stay with: \*

Name: \* i HOTEL MOSKVA

Phone No.: \* j 0078123332263

Address: \* k PL. ALEKSANDRA NEVSKOGO 2 ST PETERSBURG

**Make sure you select the right kind of tourist visa!**

- a For Mongol Rally you must select **SPECIAL PURPOSE TOURISM**; in most other cases this will be simply 'tourism'
- b If you have arranged a visa invitation independently, enter the required information here; Otherwise enter '**EUROPLANETA 004178**'
- c enter up to 3 destination cities, one in each box
- d select date of entry (enter a date 1 or 2 days before you expect to arrive)
- e select date of departure (this should always be 29 days after the selected date of entry to ensure your visa is valid for the full 30 days)
- f enter passport date of issue
- g if you are funding the trip yourself enter, for example, 'I WILL'
- h enter the passport issuing authority (for UK citizens usually 'UKPA' or 'IPS' unless your passport was issued by the FCO)
- i enter the name of the hotel you will be staying at (for the purposes of the form this must simply be a real hotel in one of the cities named in 'c')
- j enter phone number of the hotel including international dialling code (note that you cannot use characters "+ - ." etc. at any point in this field)
- k enter full address in this box **making sure you include the name of the city** (note that you cannot use characters "+ - ." etc. at any point in this field)

**Do you have medical insurance policy valid in Russia?**

a b ☒ Yes PERSONAL TRAVEL INSURANCE ☐ No

**Last Visit Detail**

c ☒ Have you ever been issued a Russian visa?:  
(If yes please indicate when and where your last Russian visa has been issued)

d 18 JUN 2010

e LONDON

List all countries you have visited in the last ten years and indicate the years of visit: \*  
(When and where?)

f ITALY 1545, UK 1507, RUSSIA 1498

Has your passport ever been lost or stolen?: \*

g ☐ Yes ☒ No

List all countries which have ever issued you a passport: \*

h ITALY

Back Continue

- a tick the 'yes' box
- b if you have your insurance document to hand, enter the policy number; you can get away with typing something like 'personal travel insurance' provided you have it
- c tick the box if you have been issued a Russian visa in the past; otherwise leave empty
- d enter the date on which your most recent Russian visa was issued
- e enter the city in which your most recent Russian visa was issued
- f there is limited space in this box to enter all countries you have ever visited; start with the most recent and work backwards, giving the year each time as in the example above
- g it should be apparent that the box next to 'No' here is the best one to tick
- h enter the names of all countries that have ever issued you a passport

Click 'Continue' and you will be led onto the next part of the application form...

## The second part of the application form...

### Individual Information(Part B)

\* Indicates Mandatory Fields

#### Additional Information

List all professional, civil and charity organisations which you are/were a member of or cooperate/cooperated with: \*

Do you have any specialized skills, training or experience related to fire-arms and explosives or to nuclear matters, biological or chemical substance? If yes, please specify: \*

☐ Have you ever performed a military services? If yes, indicate the country, branch of services, rank, military occupation and dates of services:

☐ Have you ever been involved in an armed conflict, either as a member of the military service or a victim? If yes, please specify:

**Note-Important! Each applicant must read and give answers to the following questions. A visa may be refused to person who are within specific categories defined by the law as inadmissible to Russia.**

Have you ever been arrested or convicted for any offence?: \* ☐ Yes ☒ No

When?(dd/mm/yy): DD MON Where?:

Have you ever been afflicted with a communicable disease of public health significance or a dangerous physical or mental disorder? Have you ever been a drug abuser or addict?: \* ☐ Yes ☒ No

Have you ever been refused a Russian visa?: \* ☐ Yes ☒ No

When?(dd/mm/yy): DD MON Where?:

Has your Russian visa ever been canceled?: \* ☐ Yes ☒ No

When?(dd/mm/yy): DD MON Where?:

Have you ever tried to obtain or assisted others to obtain a Russian visa or enter Russia by providing misleading or false information?: \* ☐ Yes ☒ No

Have you ever overstayed your Russian visa or stayed unlawfully in Russia?: \* ☐ Yes ☒ No

Have you ever been deported from Russia?: \* ☐ Yes ☒ No

When?(dd/mm/yy): DD MON Where?:

Has this application been completed personally by you? If no, indicate the person completing this application in question below?: \* ☒ Yes ☐ No

Application completed:

Surname, first name: Relationship to applicant:

Address:

- a If you were or are part of any charity organisation, list all relevant organisations here; otherwise write 'NONE'
- b It is of course most advisable to write 'NO' here
- c If yes, tick the box and fill out details; if no, leave the box un-ticked
- d If yes, tick the box and fill out details; if no, leave the box un-ticked
- e If yes, tick the 'yes' box and fill out details accordingly; if no, tick the 'no' box and leave the other fields empty (a criminal conviction does not necessarily preclude you from getting a Russian visa)
- f It is again advisable to tick the 'no' box here
- g If yes, tick the 'yes' box and fill out details accordingly; if no, tick the 'no' box and leave the other fields empty (if you have ever been refused a Russian visa it may preclude your chances of getting one now)
- h If yes, tick the 'yes' box and fill out details accordingly; if no, tick the 'no' box and leave the other fields empty (if you have ever had a Russian visa cancelled it may preclude your chances of getting one now)
- i Hopefully the answer here is 'no'
- j If yes, tick the 'yes' box; if no, tick 'no' (If you have ever overstayed your visa in Russia it may preclude you from getting one now)
- k If yes, tick the 'yes' box; if no, tick 'no' (If you have ever been deported from Russia it may preclude you from getting one now)
- l You should fill out the form yourself and tick the 'yes' box here

**Employer/School Details**

Current Occupation: \* a

Name of the Employer/School: \* b

Position: \* c

Address: \* d

City: \* e

Post Code: \* f

Phone No: g

FAX:

Email:

Employed  
--Select--  
Employed  
Self-Employed  
Student  
Homemaker  
Retired  
Unemployed

- a select your employment status (note that if you are and select 'unemployed' or 'self-employed' you must provide the following:
- bank statements for the last 3 months (including present month)
  - account balance of at least £100 per day for the duration of your trip (i.e. minimum £3000 for a 30-day visa)
  - online banking printouts must be certified and stamped by your bank)

If you are self-employed or unemployed you will need to provide additional paperwork!

- b enter name of employer
- c enter job-title here; be as specific as possible; if you are the director of a company write 'company director rather than simply 'director'
- d enter full address here
- e enter name of town/city here (note this is a required field)
- f enter postcode here (note this is a required field)
- g note that 'Phone No.', 'FAX' and 'E-mail' are not required fields – simply fill in any details you have to hand.

Again, please pay attention here. Even those fields that do not seem to apply to you must be filled in correctly.

**Previous Employment** List your last two places of work, excluding the current one. Please type DID NOT WORK if not applicable. **Make sure you answered all the questions in this section**

**(1)**

Name: \* a

Address: b

Your position: c

Phone number: d

Your chief's surname: e

Dates of joining: f 1  1515

Dates of resignation: g 1  1515

**(2)**

h

DD

DD

**Note!**

- a enter the name of your most recent place of work before your present one; if you did not have a job before your present one then you must enter 'DID NOT WORK' here and in 'h' and leave all other fields blank
- b enter full address where relevant; otherwise leave blank (though not marked as one this is a required field; if it is not filled correctly your application will not be accepted)
- c enter job-title here where relevant; otherwise leave blank (though not marked as one this is a required field; if it is not filled correctly your application will not be accepted)
- d enter phone number here where relevant, including international dialling code; otherwise leave blank (though not marked as one this is a required field; if it is not filled correctly your application will not be accepted)
- e enter employer's surname where relevant; otherwise leave blank (though not marked as one this is a required field; if it is not filled correctly your application will not be accepted)
- f enter date of joining where relevant; otherwise leave blank (though not marked as one this is a required field; if it is not filled correctly your application will not be accepted)
- g enter date of resignation where relevant; otherwise leave blank (though not marked as one this is a required field; if it is not filled correctly your application will not be accepted)
- h Enter the name of your most recent place of work prior to that named above; if you did not have a job before that named above then you must enter 'DID NOT WORK' here and leave the other fields blank; otherwise continue with the following fields exactly as above (again they are all required fields; if not filled correctly your application will not be accepted)

**Home Address**

Address: \*

City: \*

Post Code: \*

Phone No.: \*

FAX:

Email:

☒ **Are any of your relatives staying in Russia now?\*** (full name, relation degree, date of birth, permanent address):

	(1)	(2)	(3)
First and middle name: *	<input type="text"/>	<input type="text"/>	<input type="text"/>
SurName: *	<input type="text"/>	<input type="text"/>	<input type="text"/>
Relation degree: *	<input type="text"/>	<input type="text"/>	<input type="text"/>
Date of Birth: *	DD <input type="text"/> MON <input type="text"/>	DD <input type="text"/> MON <input type="text"/>	DD <input type="text"/> MON <input type="text"/>
Permanent Address: *	<input type="text"/>	<input type="text"/>	<input type="text"/>

- a** enter full address (note that if this is the same as your work address you will be deemed to be either 'unemployed' or 'self-employed' and you **must** provide the following:
- bank statements for the last 3 months (including present month)
  - account balance of at least £100 per day for the duration of your trip (i.e. minimum £3000 for a 30-day visa)
  - online banking printouts **must** be certified and stamped by your bank)
- b** enter name of town/city here (note this is a required field)
- c** enter postcode here (note this is a required field)
- d** enter phone number here, including international dialling code (note this is a required field)
- e** note that fax and e-mail are not required fields
- f** if you have any relatives currently living in Russia, tick this box and fill out the columns below as appropriate; otherwise leave the box un-ticked
- g** for each relative, fill out one of these columns in full

Click 'Continue' and you will be led here:

**Confirmation** \* Indicates Mandatory Fields

Would you like to add another Relative's or your Spouse/Partner's application? \* ☐ Yes ☒ No

Tick 'No' (we need each application to be separate) then click 'Continue' to proceed...

**Mandatory Requirements & Terms of Use**

Please keep the following Information available before you start:

- . Your current and valid Passport.
- . Relevant supporting documents based on your Visa Category.
- . Email address.
- . Hand-phone or alternate Landline telephone number.

You must read the Terms & Conditions and the Data Protection Notice which apply to your application and any services we provide and you must agree to the same to proceed further to complete your application form online. Please make sure that you have read these and all the relevant notes and confirm the same by ticking the appropriate checkbox to proceed.


Once you click on "I Agree" and submit your application, you will be taken to have agreed with us that we may immediately commence processing your application and providing any services, and that accordingly you will not have any cancellation rights under the Consumer Protection (Distance Selling) regulations 2000.


I have read and understood the Terms & Conditions and Data Protection Notice and Marketing Consent request. I confirm my agreement to them. I would now like to continue with my online application.

☒ I Agree ☐ I Disagree


Agree to terms and click 'submit' to lodge your application.

You are then directed to this summary page:

 Russia VISA

VFS GLOBAL 

Home | FAQ



Create Visa Application/s Validation Individual Information(Part A) Individual Information(Part B) Confirmation **Payment Details**

This screen displays a total collation of application information with applicable fees. For a more detailed understanding of each field of entry, please [ [Click Here](#) ].

You have successfully created online VAF.  
Please note your Web Reference Number for future use.

Applicant Name	Web Reference No	Passport No	Visa Fees	Administrative Charges	Emergency Charges	Admin VAT	Application Return Charges	Courier VAT	Service Charges	Service VAT	Referral Charges	Total Applicable Fees per applicant
MR. RIDOLFO GHIRLANDAIO COLUMBUS	WR068223006694	123456789	65.00	0.00	0.00	0.00	0.00	0.00	22.00	3.85	0.00	90.85
Grand Total:												90.85

Continue

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[Terms & Conditions](#) | [Data Protection Notice](#)

☒ Best viewed at 1024x768 resolution and above.

Please note down your web reference no. You cannot make amendments without it.

Click 'Continue' to proceed...

Note that you do not have to pay here. You pay directly via the Visa Machine.

### Select Options

[Cancel Application](#)

[Download/Print Document/s](#)

Click 'Download/Print Document/s' to view your application as a pdf...

### Download/Print Documents

[Printing Tips for Visa Application Form](#)

Applicant Name	Web Reference No	Passport Number	Download/Print
MR. RIDOLFO GHIRLANDAIO COLUMBUS	WR068223006694	123456789	<a href="#">Download/Print VAF Form</a>

[Download Adobe Reader 8.1.2](#)

Exit



You must now make sure your application is aligned correctly after printing...

Ensure all borders are visible

Make sure crest is not cropped

VISA APPLICATION		Web Ref.No: WR068223006S4	
<p>I hereby declare that the data supplied by me is correct and complete. I am aware that any false statements will lead to my application being rejected or to the annulment of a visa already granted and may also render me liable to prosecution under Russian law. I undertake to leave the territory of the Russian Federation upon the expiry of the visa, if granted. I understand that possession of a visa does not entitle its bearer to enter Russia. I will not seek compensation if I am refused to enter Russia.</p>			
<p><b>** - not to be filled by holders of diplomatic and official passports</b></p>			
<p>1. Nationality (if you formerly held USSR or Russian citizenship, please indicate when and why you lost it): UNITED KINGDOM</p>		<p>6. Purpose of visit: SPECIAL PURPOSE TOURISM 7. Category and type of visa: TOURIST VISA 1M</p>	
<p>2. Last name (as in passport): COLUMBUS</p>		<p>8. Number of entries: Single Entry <input type="checkbox"/> Double Entry <input type="checkbox"/> Multiple Entry <input type="checkbox"/></p>	
<p>3. First and middle names (as in passport): RODOLFO GHERLANDINO</p>		<p>10. Date of departure from Russia: 10/12/10 (dd/mm/yy)</p>	
<p>4. Date of birth (dd/mm/yy): 21/10/64</p>		<p>10. Date of departure from Russia: 10/12/10 (dd/mm/yy)</p>	
<p>5. Sex: <input type="checkbox"/> M <input type="checkbox"/> F</p>		<p>10. Date of departure from Russia: 10/12/10 (dd/mm/yy)</p>	
<p>11. Passport No: 123456789</p>		<p>Date of issue (dd/mm/yy): 09/05/12</p>	
<p>Issued by: UKPA</p>		<p>Valid until (dd/mm/yy): 09/05/12</p>	
<p>12. Type of passport: diplomatic <input type="checkbox"/> official <input type="checkbox"/> tourist <input checked="" type="checkbox"/> other <input type="checkbox"/> please specify:</p>		<p>13. Russian institution or organization to be visited? (for tourists - name and reference number of the host tourist company, for businessman - name of the host organization and town, for private persons - last name, first name, middle names and home address of the host): EUROPLANETA.RU4170</p>	
<p>14. Itinerary (place of visit): ST PETERSBURG MOSCOW NOVOSIBIRSK</p>			
<p>**15. Do you have a medical insurance valid in Russia? (if yes, please specify PERSONAL TRAVEL INSURANCE): no <input type="checkbox"/></p>			
<p>16. Who will pay for your trip to and stay in Russia? ISELF</p>			
<p>17. Marital status: married <input type="checkbox"/> single (never married) <input checked="" type="checkbox"/> divorced <input type="checkbox"/> separated <input type="checkbox"/> widowed <input type="checkbox"/></p>			
<p>18. Spouse's full name (if divorced or separated, please indicate maiden name if applicable):</p>		<p>19. Spouse's date of birth (dd/mm/yy):</p>	
<p>20. Spouse's place of birth:</p>		<p>**21. Your mother's full name: DOMENICO GHERLANDINO</p>	
<p>**22. Your mother's full name: DOMENICO GHERLANDINO</p>		<p>23. Have you ever been issued a Russian visa? (When and where?): no</p>	
<p>**24. Has your passport ever been lost or stolen? yes <input type="checkbox"/> no <input checked="" type="checkbox"/></p>		<p>**25. List all countries which have ever issued you a passport (indicate the year of issue): USA 2008</p>	
<p>**26. List all countries which have ever issued you a passport (indicate the year of issue): UK</p>			
<p>**27. List your last two places of work, excluding the current one</p>			
<p>1. Name: DID NOT WORK</p>		<p>Phone number: Your chief's surname</p>	
<p>Address: Your position</p>		<p>Dates of joining - dismissal (mm/yy): (mm/yy)</p>	
<p>2. Name: DID NOT WORK</p>		<p>Phone number: Your chief's surname</p>	
<p>Address: Your position</p>		<p>Dates of joining - dismissal (mm/yy): (mm/yy)</p>	
<p>**28. List all educational institutions you ever attended, except high schools</p>			
<p>1. Name: DID NOT STUDY</p>		<p>Address and phone number: Date of admission and graduation (mm/yy): (mm/yy)</p>	
<p>Course of study: DID NOT STUDY</p>		<p>Address and phone number: Date of admission and graduation (mm/yy): (mm/yy)</p>	
<p>2. Name: DID NOT STUDY</p>		<p>Address and phone number: Date of admission and graduation (mm/yy): (mm/yy)</p>	
<p>Course of study: DID NOT STUDY</p>		<p>Address and phone number: Date of admission and graduation (mm/yy): (mm/yy)</p>	
<p>**29. List all professional, civil and charity organizations which you are / were a member of or cooperate / cooperated with</p>			
<p>NO</p>			
<p>**30. Do you have any specialized skills, training or experience related to fire-arms and explosives or to nuclear matters, biological or chemical substances? If yes, please specify</p>			
<p>NO</p>			
<p>**31. Have you ever performed a military service? If yes, indicate the country, branch of service, rank, military occupation and dates of service</p>			
<p>NO</p>			
<p>**32. Have you ever been involved in an armed conflict, either as a member of the military service or a victim? If yes, please specify</p>			
<p>NO</p>			
<p>33. (IMPORTANT!) EACH APPLICANT MUST READ AND GIVE ANSWERS TO THE FOLLOWING QUESTIONS. A visa may be refused to persons who are within specific categories defined by the law as inadmissible to Russia.</p>			
<p>Have you ever been arrested or convicted for any offence? (yes <input type="checkbox"/> When? (dd/mm/yy) Where? no <input checked="" type="checkbox"/></p>			
<p>Have you ever been afflicted with a communicable disease of public health significance or a dangerous physical or mental disorder? Have you ever been a drug abuser or a addict? yes <input type="checkbox"/> no <input checked="" type="checkbox"/></p>			
<p>Have you ever been refused a Russian visa? (yes <input type="checkbox"/> When? (dd/mm/yy) Where? no <input checked="" type="checkbox"/></p>			
<p>Have your Russian visa ever been cancelled? (yes <input type="checkbox"/> When? (dd/mm/yy) Where? no <input checked="" type="checkbox"/></p>			
<p>Have you ever tried to obtain or assisted others to obtain a Russian visa or enter Russia by providing misleading or false information? yes <input type="checkbox"/> no <input checked="" type="checkbox"/></p>			
<p>Have you ever overstayed your Russian visa or stayed unlawfully in Russia? yes <input type="checkbox"/> no <input checked="" type="checkbox"/></p>			
<p>Have you ever been deported from Russia? (yes <input type="checkbox"/> When? (dd/mm/yy) Where? no <input checked="" type="checkbox"/></p>			
<p>Your answer yes in Item 33 does not automatically signify ineligibility for a visa. In this case you may be required to personally appear before a consular officer.</p>			
<p>34. Name, address and phone number of a person or hotel in Russia that you plan to stay with: HOTEL MOSKVA PL. ALEXANDROVO NEVSKOGO 2, ST PETERSBURG 967012003080</p>			
<p>35. Has this application been completed personally by you? If no, indicate the person completing this application in Item 36: yes <input checked="" type="checkbox"/> no <input type="checkbox"/></p>			
<p>36. Application completed: Surname, first name: Relationship to applicant: Applicant's address:</p>			
<p>37. Other names ever used (maiden name, pen-name, holy orders, etc.): NO</p>		<p>38. Your permanent address, phone and fax number, E-mail: MONASTERY SANTA MARIA, FLORENCE 006-0125-087560</p>	
<p>39. Place of birth (if born in Russia, please indicate when and what country you emigrated to): GENOA</p>		<p>40. Place of work or study, present position (name, address, phone and fax numbers, E-mail): Employee COGMO DI MEDIO PAULSTER MONASTERY SANTA MARIA, FLORENCE 800</p>	
<p>41. Are any of your relatives staying in Russia now? (full name, relation degree, date of birth, permanent address): NO</p>		<p>42. I agree to my personal data on this application form being processed and communicated to the appropriate Russian authorities for the issue of a visa. Date (dd/mm/yy), applicant's signature: [Signature]</p>	

Attach 35mm x 45mm photo here with glue. Make sure the photo fits inside these lines!

Sign and date here

Ensure all borders are visible

Once completed this form will only remain 'live' on the VFS system for 4 weeks, after which time we will be unable to acquire your visa. It is essential therefore that you send in the completed form to us as soon as it is completed.

### Photograph:

You need to attach 1 photograph of 35mm x 45mm in colour, taken against a white background. Prints of photographs on non-photographic paper will not be accepted.

The image must be clear and sharp, showing your whole face. Do not smile.

No other size or colour will be accepted. If the photo is blurred or part of your face is obscured, the photo will not be accepted.

You must **glue** the photograph in the space on the application form in the bottom left hand corner marked "Photo"  
Photographs attached in any other way will not be accepted.

### Visa Invitation

If you are applying for visa invitation independently, please ensure you let us know and send us a copy. We will otherwise assume that you need us to organise one on your behalf and will be more than happy to do so.

### Required documentation:

- Passport valid for at least 6 months after expiry date of Russian visa applied for, with 2 blank pages for the visa
- 1 completed application form (full instructions on how to fill out the application form are provided by the Visa Machine)
- 1 passport photo 35mm x 45 mm
- Letter of Invitation (this can be provided by the Visa Machine)
- Company directors, self employed, unemployed, and those working from home will need to provide bank statements for the last three months which have a minimum balance of £100 per day for the duration of the visa. Please note that online banking statements will need to be authorised.

### Post it to us...

Please refer to the final checklist document before you send the application form to us along with your passport and any other visa application forms. Our address is: The Visa Machine, Dept. 94, 22 Notting Hill Gate, London W11 3JE.