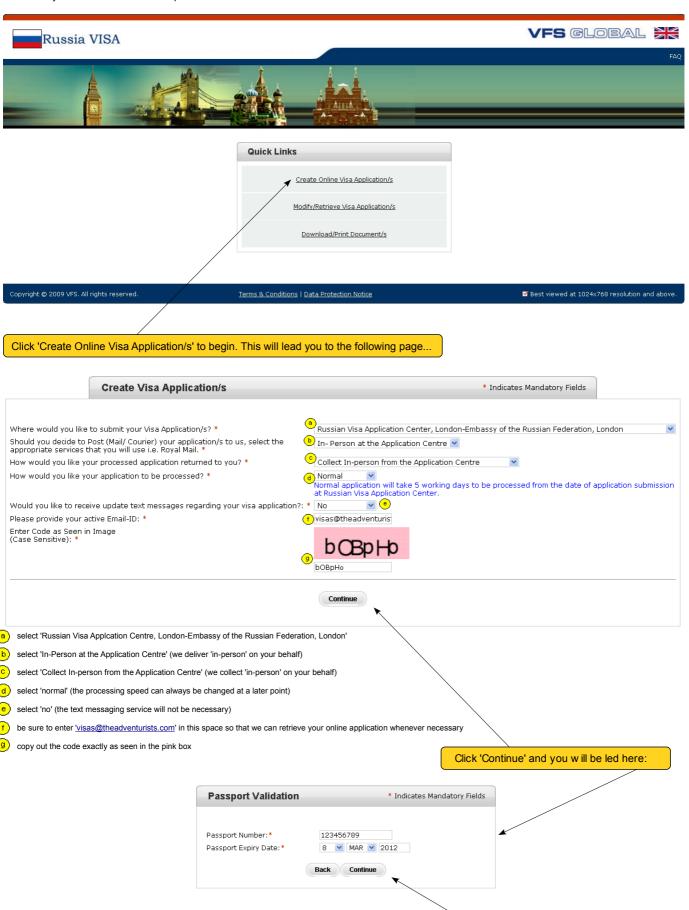
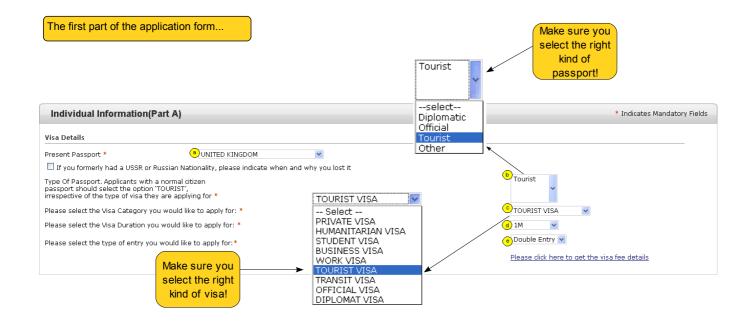
The Russian visa application form:

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

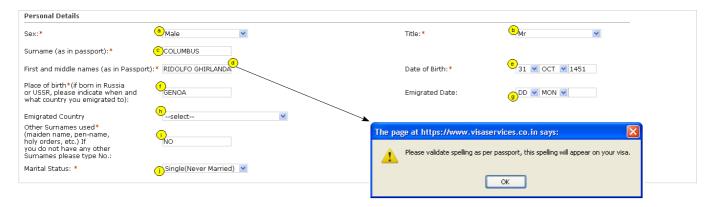
You only have 30 minutes to complete the form. After 30 minutes the form deletes itself...



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



- 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')



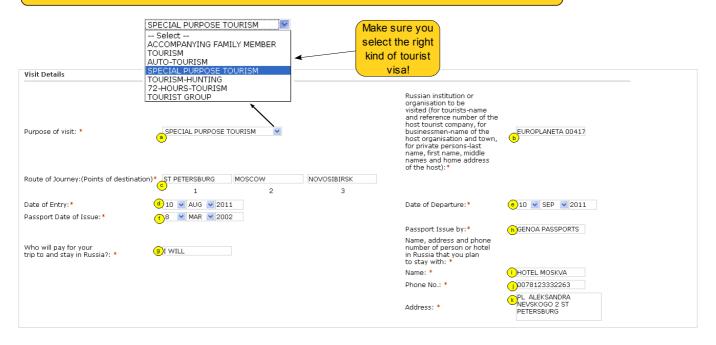
- a select sex
- b select title
- enter Surname
- d enter other names (on completing this field you will be presented with a pop-up box asking you to verify the spelling, which must be exactly as in your passport)
- enter date of birth here
- f enter place of birth (i.e. town or city)
- (g) if you are 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)
- 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.

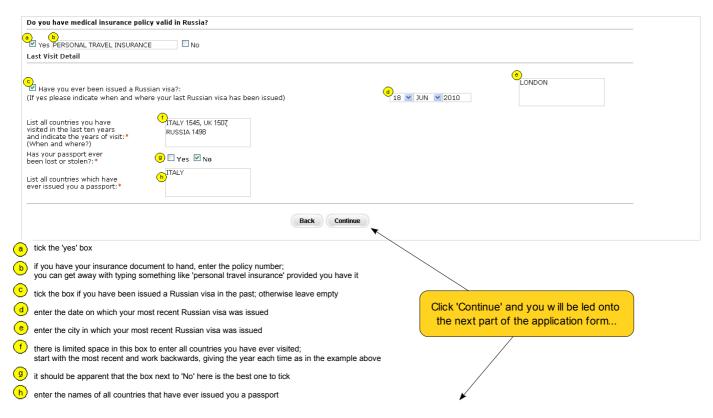
Relatives' information					
Your father's full name: *	DOMENICO GHIRLANI	Your mother's full name:*	DAVIDE GHIRLANDAI(
Educational Details List all educational institutions you ever attended, exept high schools.Please type DID NOT STUDY if not applicable. Make sure you answered all the questions in this section					
Name: *	SCHOOL OF FRA BAR	Course Of Study:	d _{ART}		
Address and Phone Number:	©GENOA, 1504 Note!				
Date Of Admission:	11 V JAN V 1504	Date Of Graduation:	9 1 V JAN V 1543		
Name: *	h DID NOT STUDY	Course Of Study:			
Address and Phone Number:					
Date Of Admission:	DD W MON W	Date Of Graduation:	DD MON V		

- a) enter your father's FULL NAME here
- b enter your mother's FULL NAME here
- 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)
- 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)
- n 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...



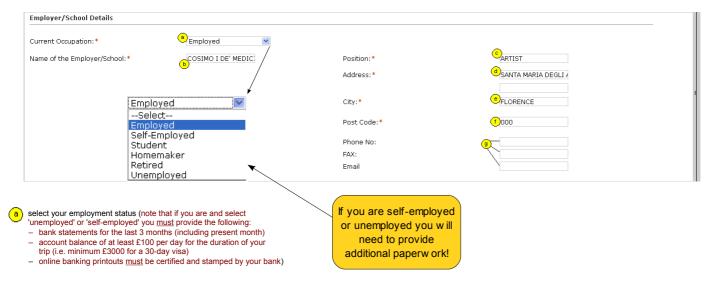
- (a) For Mongol Rally you must select SPECIAL PURPOSE TOURISM; in most other cases this will be simply 'tourism'
- (b) If you have arranged a visa invitation independently, enter the required information here; Otherwise enter 'EUROPLANETA 004178'
- enter up to 3 destination cities, one in each box
- d select date of entry (enter a date 1 or 2 days before you expect to arrive)
- 🏮 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'
- (number the passport issuing authority (for UK citizens usually 'UKPA' or 'IPS' unless your passport was issued by the FCO)
- 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 ')
- enter phone number of the hotel including international dialling code (note that you cannot use characters "+ ." etc. at any point in this field)
- 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)



The second part of the application form...

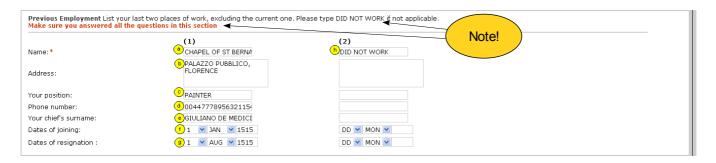
Individual Information(Part B)			* Indicates Mandatory Fields			
Additional Information						
			<a>NONE			
List all professional, civil and charity organisation	one which you are/were a member of or coop.	erate/cooperated with:*	NOME			
ase an professional, avii and artaney organisación	ns what you dreywere a member of or or coope	racycooperacea war.				
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 byo						
Have you ever performed a military services? If yes, indicate the country, branch of services, rank, military occupation and dates of services:						
1 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 inadmisible to Russia.						
Have you ever been arrested or convicted for any	ıy 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 phisical or mental disorder? Have you ever been a drug abuser or addict?: 🔻 🗆 Yes 🗹						
No Have you ever been refused a Russian visa?:*) 					
	✓ MON ✓	Where?:				
Has your Russian visa ever been canceled?:*		***************************************				
	✓ MON ✓	Where?:				
		<u> </u>	V No			
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 been deported from Russia?: ★ □ Yes ☑ No						
	▼ MON ▼	Where?:				
Has this application been completed personally by you? If no, indicate the person completing this application in question bellow?						
Has ansi application been completed personally by your in no, indicate the person completing this application in question believe: Application completed:						
Surname, first name:		Relationship to applicant:				
Address:						

- 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 outstayed your visa in Russia it may preclude you from getting one now)
- (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)
- (I) You should fill out the form yourself and tick the 'yes' box here

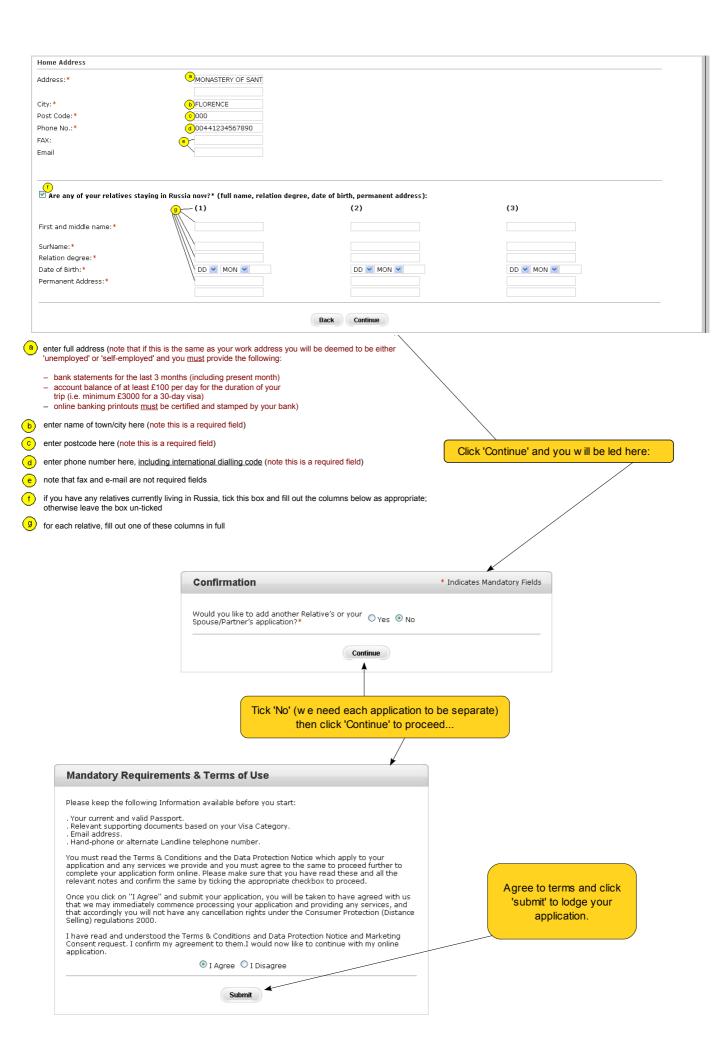


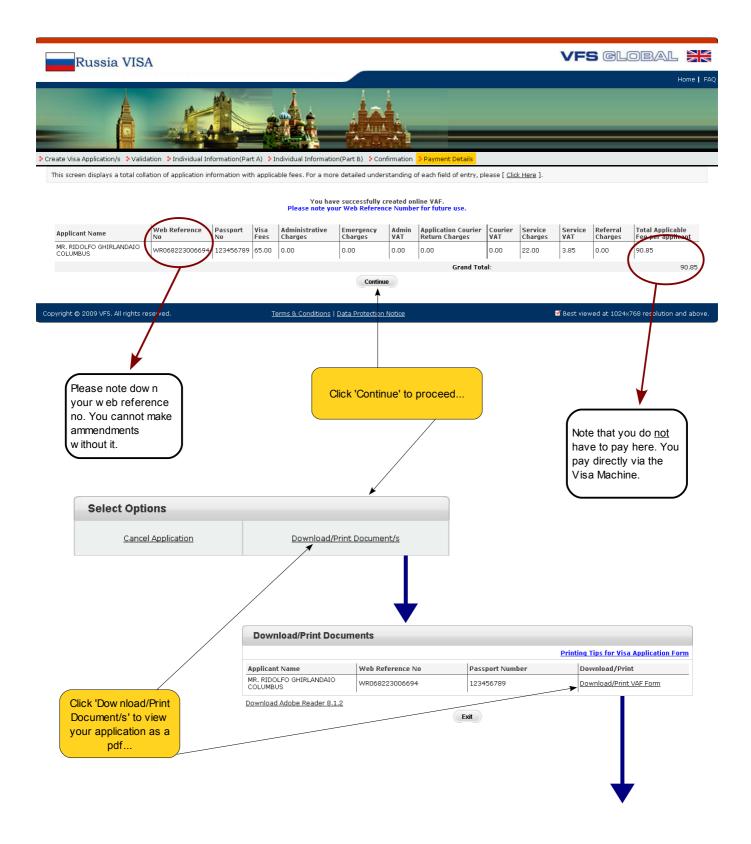
- b enter name of employer
- enter job-title here; be as specific as possible; if you are the director of a company write 'company director rather than simply 'director'
- d enter full address here
- enter name of town/city here (note this is a required field)
- f enter postcode here (note this is a 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.



- 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)
- 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)
- 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 <u>must</u> 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)





correctly after printing... Ensure all borders are visible Make sure crest is not cropped Address and phone number Neglars Balandia supplied by me is correct and complete. I am aware that any faise statements will lead to my application being rejected in to the annument of a visa already granted and may also render me liable to prosecution under Russian law. I undertake to leave the emitted of the Russian Rederation upon the entity of the visa, if granted, I understand that possession of a visa does not entitle its bearer of enter Russia. I will not seek compensation if it am returned to enter Russia. - not to be filled by holders of diplomatic and official passports "29. List all professional, civil and charity organizations which you are / were a member of or cooperate / cooperated with 2.Last name (as in passport) '31. Have you ever performed a military service? If yes, indicate the country, branch of service, rank, military occupation and dates of service No. COLUMBUS
3. First and middle names (as in passport) 32. Have you ever been involved in an armed conflicts, either as a member of the military service or a victim? If yes, please specify 4. Date of birth (sdmm/y) . IMPORTANTI EACH APPLICANT MUST READ AND GIVE ANSWERS TO THE FOLLOWING QUESTIONS visa may be refused to persons who are within specific categories defined by the law as inadmissible to Russia. 31/10/64 11. Passport No 123456769 Issued by UKPA no x 12. Type of passport diplomatic official official yes no X no X no X yes no X 15. Do you have a medical insurance valid in Russia? yes x please specify PERSONAL TRAVEL INSURANCE yes no X no Trace you ever overstaying your flussion visu or disayed unservisity in trushair?

Have you ever been deported from Issuair?

"Wher?" (dathrowly)

"Where?" (dathrowly)

"Your answer yes in litem 33 does not automatically signify ineligibility for a visa. In this case you may be required to persoapear before a consolar difficur.

Name, address and phone mumber of a person or hotel in Russia that you plan to stay with

"OFTE, address and phone mumber of a person or hotel in Russia that you plan to stay with no X 17. Marital status married single (never married) X div 18. Spouse's full name (if divorced or separated, please indicate maiden name it Has this application been completed personally by you? If no, ind Application completed: Surname, fint name Relationship to applicant Applicant's address te the person completing this application in item 38 yes X no **24. Has your passport ever been lost or stolen? **25. List all countries you have visited in the last! List your last two places of work, excluding Phone number Your chief's surname Are any of your relatives staying in Russia now? (full name, relation degree, date of birth, permanent address) Dates of joining - dismissal Attach 35mm x 45mm photo here with glue. Make sure the photo Sign and date fits inside these lines! here Ensure all borders are

Once completed this form will only remain 'live' on the VFS system for $\underline{4 \text{ w eeks}}$, 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.

visible

You must now make sure your application is aligned

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.