



A division of RCTC Corporation

1000 Finch Ave West, Suite 900
Toronto, ON, M3J 2V5
Ph: 1-866-334-0811
Fax: 416-352-1794

1. Please provide your contact information:

Last Name: _____ First Name: _____

Phone: (____) ____ - _____ Email: _____

2. Returning documents

- FedEx Priority Overnight (\$25 to Canada; \$35 to continental US)
- Use my pre-paid courier. Self-address waybill & envelope are attached (FedEx, DHL, Purolator & UPS only)
- I will pick up my passport from your office

Name : _____ Street address : _____

Phone: (____) ____ - _____ Suite : _____

City : _____

Prov/State : __ Postal Code/Zip: _____

3. Payment

Service cost \$ _____ + 5% GST \$ _____ + Courier \$ _____ = TOTAL \$ _____

Method of Payment :

- I enclose a certified cheque / money order made out to "RCTC Corporation"
- Charge my credit card (Charges on your statement will appear as "RCTC Corporation")

I authorize RCTC Corp to charge my card the above TOTAL amount.

_____ signature here

- Visa
- MasterCard
- AMEX

Card Number:

Exp. Date (mm/yy):

__ / ____

CCard Billing Address: _____

street address

Cardholder Signature:

_____ city state/province zip/postal code

4. Terms and Conditions:

By using the services of RCTC Corp., I authorize the company to handle my personal information and my passport and to hand over such passport and information to a foreign diplomatic mission in Canada or the USA for the purpose of acquiring a visa. By using the services of RCTC Corp I am accepting in whole the following terms and conditions and limitations: RCTC Corp. cannot and does not guarantee a visa will be issued by a diplomatic office, as this is the sole prerogative of the foreign government. RCTC Corp. 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 the courier. RCTC Corp. is not liable for any stolen or lost passport, and has no liability for late delivery of passports and visas, and RCTC Corp. does not bear any financial, legal or other obligations whatsoever for client ticket or other purchases, down payments, bookings or any kind of travel or other arrangements that were done prior to the issuance of visa or that may be affected by processing times or denial of visa. Likewise, RCTC Corp. does not bear any financial (or otherwise) responsibility from issues arising from errors and improper issuance of visas by the consulates; for losses resulting from, and does not compensate for travel expenses arising from any of the above. RCTC Corp. will charge \$50.00 per passport for cancelled visa applications. **I understand and fully accept the abovementioned.**

Name _____ Signature: _____ Date: _____

Major credit cards accepted





1-866-334-0811

Russian Visa Application checklist

- a valid passport (Valid at least for 6 months from departure date & with min. 3 empty pages)
- a filled out **application form**. **Print** and **sign** before sending. When printing this PDF document, make sure PAGE SCALING & AUTO CENTER is not selected in the print setting of Adobe PDF software (or Adobe Acrobat)
- one passport size photo (35mm x 45mm) against white background with neutral expression
- copy of the overseas emergency medical insurance policy, if you are a citizen of **EU** or **Israel**
- copy of the document confirming your current resident status in Canada (PR Card, Landed Document, Work Permit) **if you are not Canadian citizen**
- former citizens of the USSR or of the Russian Federation** emigrated from the USSR or from Russia, must submit: one of the documents which confirms that they are no longer citizens of the Russian Federation (so called "Visa to Israel" or stamp in their passport saying that they left for "permanent residence abroad" before the February 6, 1992, or Landed Document with landing date before February 6, 1992, or official document certifying that their Russian citizenship was abrogated)
- Filled-out and signed informational sheet with credit card authorization & return shipping details
- This checklist

OUR MAILING ADDRESS:

We recommend to use FedEx, UPS, DHL, Purolator

XpressPost and PriorityCourier from Canada post are not advisable and may cause delays in processing.

VisaCenter.ca
1000 Finch Ave. West, Suite 900
Toronto, ON, M3J 2V5, Canada
Metro: 416-979-4626
Toll-Free: 1-866-334-0811



VISA APPLICATION

IMPORTANT! Please print or write in block letters using ball-point pen

I declare that all data given in this form is complete and true. 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 Russia 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.

| | |
|---|---|
| 1. Nationality (If you had USSR or Russian nationality at some time please indicate when you lost it) _____ _____ _____ | 7. Purpose of visit _____ 8. Category and type of visa _____ |
|---|---|

| | |
|--|--|
| 2. Surname (as in passport) _____ _____ | 9. Number of entries Single entry <input type="checkbox"/> Double entry <input type="checkbox"/> Multiple entry <input type="checkbox"/> |
|--|--|

| | | |
|---|--|---|
| 3. First name, other names, patronymic names (as in passport) _____ _____ _____ | 10. Date of entry into Russia _____ (dd/mm/yy) | 11. Date of exit from Russia _____ (dd/mm/yy) |
|---|--|---|

| | | |
|---|--|--|
| 4. Date of birth (dd/mm/yy) _____ | 5. Sex M <input type="checkbox"/> F <input type="checkbox"/> | 12. How many times have you been to Russia? _____ Date of last trip to Russia (dd/mm/yy) from _____ till _____ |
| 6. Passport No _____ | Date of issue (dd/mm/yy) _____ Expires on (dd/mm/yy) _____ | |

13. Name of host organisation you intend to visit? (for tourists – name and reference number of host travel company, for business visas – name of host organisation and destination city, for private visas - full name and address of host)

14. Route of journey (points of destination)

15. Do you have health insurance that is valid in Russia?
 yes Provide details? _____ no

16. Children under 16 years and other relatives written in your passport and travelling with you: no yes

Surname, first name, date of birth (dd/mm/yy), your home address

| | |
|---|---|
| <div style="border: 1px solid black; width: 150px; height: 150px; margin: 20px auto; text-align: center; padding: 10px;"> <i>Place for photograph</i> </div> <p>I hereby agree that my personal data will be processed and communicated electronically for approval of my visa application.</p> <p>Date (dd/mm/yy), signature</p> | 17. Other names used in the past (maiden, religious, etc.) _____ _____ |
| | 18. Your permanent address, telephone, fax, email _____ _____ _____ |
| | 19. Your place of birth (if you were born in Russia, specify when and which country you have immigrated to) _____ _____ |
| | 20. Present occupation, position (name of employer, address, tel, fax, email) _____ _____ |
| | 21. Do you currently have relatives in Russia? (Please indicate their full names, relation degree, dates of birth, address) _____ _____ _____ _____ |