



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 type or print using ballpoint

I declare that 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.

**** - not to be filled by holders of diplomatic and official passports**

1. Nationality (If you formerly had USSR or Russian citizenship, please indicate when and why you lost it)	6. Purpose of visit
	7. Category and type of visa

2. Last name (as in passport)	8. Number of entries Single entry <input type="checkbox"/> Double entry <input type="checkbox"/> Multiple entry <input type="checkbox"/>
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3. First and middle names (as in passport)	9. Date of entry in Russia (dd/mm/yy)	10. Date of departure from Russia (dd/mm/yy)
4. Date of birth (dd/mm/yy) 5. Sex M <input type="checkbox"/> F <input type="checkbox"/>		

11. Passport No Issued by Date of issue (dd/mm/yy)	Valid until (dd/mm/yy)
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12. Type of passport diplomatic <input type="checkbox"/> official <input type="checkbox"/> tourist <input type="checkbox"/> other <input type="checkbox"/> please specify

13. Russian institution or organization to be visited? (for tourists – name and reference number of the host tourist company, for businessmen – name of the host organization and town, for private persons – last name, first name, middle names and home address of the host)

14. Itinerary (places of visit)

**15. Do you have a medical insurance valid in Russia? yes <input type="checkbox"/> Please specify? no <input type="checkbox"/>
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16. Who will pay for your trip to and stay in Russia?
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17. Marital status married <input type="checkbox"/> single (never married) <input type="checkbox"/> divorced <input type="checkbox"/> separated <input type="checkbox"/> widowed <input type="checkbox"/>
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18. Spouse's full name (if divorced or separated, please indicate maiden name if applicable)	19. Spouse's date of birth (dd/mm/yy)
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20. Spouse's place of birth

**21. Your father's full name	**22. Your mother's full name
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23. Have you ever been issued a Russian visa? (When and where?)

**24. Has your passport ever been lost or stolen? yes <input type="checkbox"/> no <input type="checkbox"/>

**25. List all countries you have visited in the last ten years and indicate the year of visit	**26. List all countries which have ever issued you a passport
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**27. List your last two places of work, excluding the current one	
1. Name Address Your position	Phone number Your chief's surname Dates of joining – dismissal (mm/yy) (mm/yy)
2. Name Address Your position	Phone number Your chief's surname Dates of joining – dismissal (mm/yy) (mm/yy)

**** - not to be filled by holders of diplomatic and official passports**

****28. List all educational institutions you ever attended, except high schools**

1. Name	Address and phone number
Course of study	Dates of admission and graduation (mm/yy) (mm/yy)
2. Name	Address and phone number
Course of study	Dates of admission and graduation (mm/yy) (mm/yy)

****29. List all professional, civil and charity organizations which you are / were a member of or cooperate / cooperated with**

****30. 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**

****31. Have you ever performed a military service? If yes, indicate the country, branch of service, rank, military occupation and dates of service**

****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**

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.

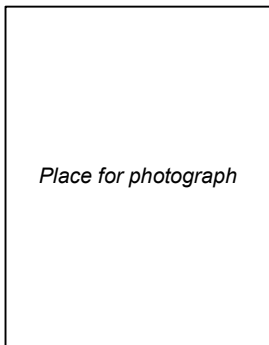
Have you ever been arrested or convicted for any offence? yes <input type="checkbox"/> When? (dd/mm/yy) _____ Where? _____ no <input type="checkbox"/>
Have you ever been afflicted with a communicable disease of public health significance or a dangerous physical or mental disorder? Have you ever been a drug abuser or a addict? yes <input type="checkbox"/> no <input type="checkbox"/>
Have you ever been refused a Russian visa? yes <input type="checkbox"/> When? (dd/mm/yy) _____ Where? _____ no <input type="checkbox"/>
Has your Russian visa ever been canceled? yes <input type="checkbox"/> When? (dd/mm/yy) _____ Where? _____ no <input type="checkbox"/>
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 type="checkbox"/>
Have you ever overstayed your Russian visa or stayed unlawfully in Russia? yes <input type="checkbox"/> no <input type="checkbox"/>
Have you ever been deported from Russia? yes <input type="checkbox"/> When? (dd/mm/yy) _____ Where? _____ no <input type="checkbox"/>

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.

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

35. Has this application been completed personally by you? If no, indicate the person completing this application in item 36 yes no

36. Application completed: Surname, first name _____	Applicant's address _____
Relationship to applicant _____	



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

37. Other names ever used (maiden name, pen-name, holy orders, et..)

38. Your permanent address, phone and fax number, E-mail

39. Place of birth (If born in Russia, please indicate when and what country you emigrated to)

40. Place of work or study, present position (name, address, phone and fax numbers, E-mail)

41. Are any of your relatives staying in Russia now?
(full name, relation degree, date of birth, permanent address)

