G3 VISAS & PASSPORTS

Russian Visa Application Guide

Russian visa applications must be filled out precisely and completely in order to be accepted. Applications must be typed or filled in on the attached PDF, and must be signed.

Please review the following questions to ensure your application is filled out according to Russian Embassy specifications.

2) Last name: if your last name as listed on your passport includes a suffix (e.g., Jr), please include it here.

6) Purpose of visit: state business or tourism.

7) Category/type of visa: state business or tourism and the number of entries required. For example, if traveling to Russia once on business, state, "Business single."

9) and 10) Dates of entry & departure: State dates exactly as listed on your invitation. If you are staying at two or more different hotels, please list the date of check-in at the first hotel & the date of check-out at the last hotel. **All dates should be listed in the European format of Day-Month-Year (i.e. Dec. 25, 2009 would be written as 25.12.09).**

12) Type of passport: holders of United States passports with blue covers have TOURIST passports.

13) Russian institution or organization: this may or may not be the name of the hotel. The name of the organization appears in the company seal that is on the confirmation and the voucher. The reference number of the organization is a number associated with the organization, generally four digits long. If you do not know the organization or are not sure what to write here, please contact G3 for instruction.

14) Itinerary: the cities you'll visit in Russia.

15) Health Insurance: Always answer "Yes" and provide the name of your travel insurance company or your US insurer.

16) Who will pay... Russia? If you are a tourist, always answer, "Myself." If you are a business traveler, list the name of your US employer.

18), 19), and 20) Spouse's full name, DOB, and place of birth: Even if you are divorced or separated, this information must be included. Applications will be rejected if "divorced" or "separated" are chosen and this is not completed.

25) List all countries: If you have visited many countries, list the three most recent & years of travel.

26) List all countries which have issued you a passport: US passport holders who have never held citizenship from any other country should list "USA," even if this is their first passport.

27) Your last two places of work: Please include the city, state, and ZIP code of the employer and the phone number. Please do not leave blank. If you have never held any previous employment other than your current position, please write, "No previous work."

28) List all educational institutions: Please include the city, state, and ZIP code of the institution; this must be typed, NOT handwritten. Please also include the phone number of the institution; this may be handwritten if space does not allow typing. Please do not leave blank. If you have never attended any educational institution other than a high school, please write, "None."

30) Do you have any specialized skills: Always answer "No." Simple handgun training is not applicable here.

34) Person or Hotel in Russia that you plan to stay with: Please state the name of the hotel, the city, and the ZIP code (6 digits). If you will stay in more than one hotel, please include as much information about each hotel as possible. If you will be staying at a private residence, please contact G3 for instructions.

37) Other names: Please write "N/A" if you have never used any other name. Nicknames, religious names or pen names are not applicable here.

38) Your permanent address: Please state your residential street address, city, state, ZIP code, telephone number, and email. If space does not allow, the email address may be partially typed.

39) Place of birth: Please include city, state/province, and country.

40) Place of work: Please state the name of your employer, your occupation, your office street address, city, state, ZIP code, and telephone number. The telephone number may be handwritten if space does not allow typing. All other data must be typed.