

# Russia Online Visa Form Guidelines

The Russian Embassy and Consulate have introduced a visa form that needs to be completed online, printed and then signed.

The online form requires information from your official visa support documentation. Therefore, please do not complete your online form until you have received your official visa support documentation.

Please click on this link and complete the form online: <http://visa.kdmid.ru>

Below you will find a quick reference guide to completing the Russian online visa form:

Welcome to the specialised website of the Consular department of the Ministry of Foreign Affairs of the Russian Federation. On this website you can fill out the electronic version of the Russian visa application form and print the visa application form, required for applying for a visa to the Russian Federation.

Country  
AUSTRALIA  
[Contacts](#)

Hints and help language  
ENGLISH

Select Australia

Select language in which you would like the hints, regarding completion of the application form, to be displayed

**Before you start completing the application form please make sure that you have access to/are in possession of the following:**

1. Internet browser, which supports 128-bit encryption with operating JavaScript. Our website currently supports Internet Explorer versions 7.0 and above, and Mozilla Firefox versions 3.6 and above. We do not guarantee correct running and functioning of our website if other internet browsers are used.
2. A program which enables viewing and printing of PDF files. We recommend [Adobe Acrobat Reader](#).
3. Inkjet or laser printer to print the visa application form.
4. Your valid national passport.
5. Relevant documents, required for the visa application process, depending on the duration and purpose of your trip.

Complete and extensive information (such as a list of required documents, order of document submission, photograph requirements, service prices, visa service duration etc.) can only be obtained from the diplomatic representative authority, Consular department of the Russian Federation or the Russian visa application centre, where you intend to apply and submit documents for the visa.

**WARNING:** if during the completion process of the form you make a pause of more than 20 minutes, your session will time out and expire. Unless you save your application number or its draft, you will have to start the completion process from the beginning.

**Order of completion of the electronic visa application form:**

☒ I have read this information

Complete new application form

Open previously completed application

Click here

Your electronic visa application details

Your application ID: 189804  
Please, write down your application ID

Print application ID

Next

Make note of your application ID

## Entering invitation details

For Business visits:

**Visit details** Application ID: 4757599

Visa details  
Personal details  
Passport details  
**Visit details**  
Informant  
Appointment details

Which institution you are going to visit?

Name of organization  
Address  
TIN organization  
Directive (telex) number  
Invitation number

Itinerary (places of visit)  
City name  
Delete  
Add

**Annotations:**

- If invitation is in the form of a TELEX invitation, enter the TELEX number here
- In the case of a tourist visa select "Travel company" from the list
- Enter the name and address of the inviting organisation in Russia
- case of private visa select "Individual" from the list and enter the name, birth date and home address of the host. In the case of transit, select "None" from the list.
- Directive (telex) number: if your trip is organised through the
- Enter the Russian inviting organisations's Tax Identification Number (if known)
- Invitation number: if you have an invitation issued in the Russian Federation, enter the number. Number is printed on the top right corner of the invitation and has the following format: <number><letter Latin><up to 7 digits>. For example: 2Y9224562.
- If a paper based invitation, enter the invitation number here
- Enter your full itinerary of your trip to Russia. You should only enter one place of visit per field. In order to enter more places of visit please use the option "Add"

For Private visits:

Visa details  
Personal details  
Passport details  
**Visit details**  
Additional information  
Education and work experience  
Last visit details

Which institution you are going to visit?

Name Surname of the host  
Date of Birth  
Address  
Invitation number

**Annotations:**

- In the case of a tourist visa select "Travel company" from the list and give the name and address of the travel company. In the case of transit, select "None" from the list.
- Invitation number: if you have an invitation issued in the Russian Federation, enter the number. Number is printed on the top right corner of the invitation and has the following format: <number><letter Latin><up to 7 digits>. For example: 2Y9224562. Attention! Do not fill in this field if you are not sure of its
- Enter the first name, surname, date of birth and address of the inviting person in Russia
- Enter the invitation number here

Please note for **Humanitarian** visits to select the correct Purpose of Visit/Category as shown below

Visa details  
Personal details  
Passport details  
**Visit details**  
Miscellaneous information  
Appointment details

Nationality

If you had USSR or Russian nationality at some time please select "yes" and indicate when and why you lost it

Purpose of visit (section)

Purpose of visit

Visa category and type

**Annotations:**

- Enter your citizenship, in accordance with the country or organisation whose passport you will be entering Russian Federation with.
- Enter "yes" in this field, if you formerly had USSR or Russian citizenship; if not enter "no". If yes, please answer the specifying questions.
- Select your purpose of visit from the top drop menu list. Then from the lower drop menu list choose the specification of your purpose of visit
- Select your purpose of visit from the list
- Select the specification for your purpose of visit

For tourist visits:

It is essential to select the correct “Purpose of visit” and “Visa category and type” or the application will be rejected by the Russian Consulate/Embassy. Please select the options as shown below for a tourist visit.

The screenshot shows the 'Visa details' section of the application form. On the left is a sidebar with buttons: 'Visa details' (highlighted), 'Personal details', 'Passport details', 'Visit details', 'Miscellaneous information', and 'Appointment details'. The main form fields are:

- Nationality**: A dropdown menu with a red asterisk. To the right, text says: "Enter your citizenship, in accordance with the country or organisation whose passport you will be entering Russian Federation with."
- If you had USSR or Russian nationality at some time please select "yes" and indicate when and why you lost it**: A checkbox with a red asterisk. To the right, text says: "Enter "yes" in this field, if you formerly had USSR or Russian citizenship; if not enter "no". If yes, please answer the specifying questions."
- Purpose of visit (section)**: A dropdown menu showing 'TOURISM' with a red asterisk. A blue arrow points to it with the text 'Select Tourism'. To the right, text says: "Select your purpose of visit from the top drop menu list. Then from the specification of your purpose".
- Purpose of visit**: A dropdown menu showing 'TOURISM' with a red asterisk. A blue arrow points to it with the text 'Select Tourism'. To the right, text says: "Select your purpose of visit from the list".
- Visa category and type**: A dropdown menu showing 'COMMON TOURIST' with a red asterisk. A blue arrow points to it with the text 'Select Common Tourist'. To the right, text says: "Select the specification for your purpose of visit".

### Entering the official voucher details

The screenshot shows the 'Visit details' section of the application form. On the left is a sidebar with buttons: 'Passport details', 'Visit details' (highlighted), 'Additional information', 'Miscellaneous information', and 'Appointment details'. The main form fields are:

- Which institution you are going to visit?**: A dropdown menu showing 'Travel company' with a red asterisk. A blue arrow points to it with the text 'Select Travel Company'. To the right, a blue box contains the text: "For vouchers issued through CIBT, enter 'Grand Service Group'. Address is : 107014, Moscow, Sokolnicheskaya sq., 7. Otherwise, enter the name and address of the Russian registered tour company or hotel that issued the voucher."
- Name of organization**: A text input field with a red asterisk.
- Address**: A text input field with a red asterisk.
- Reference number**: A text input field with a red asterisk. A blue arrow points to it with the text: "Enter the reference number of the Russian agency who issued the voucher (digits only) which is usually preceded with 'MBT' or 'MVT'. (For vouchers issued through CIBT this will be 013439)".
- Confirmation number**: A text input field with a red asterisk.
- Itinerary (places of visit)**: A section with a 'City name' input field (with a red asterisk), a 'Delete' button, and an 'Add' button. To the right, text says: "Enter your full itinerary of your trip to Russia. You should only enter one place of visit per field. In order to enter more places of visit please use the option "Add"".

## Selecting the correct location where the visa will be applied through

**Appointment details** Application ID: 4757562

Visa details

Personal details

Passport details

Visit details

Additional information

Education and work experience

Last visit details

Miscellaneous information

Appointment details

Select the location where you will be applying for your visa

Destination name

EMBASSY OF THE RUSSIAN FEDERATION IN AUSTRALIA  
CONSULATE GENERAL OF THE RUSSIAN FEDERATION IN SYDNEY

Indicate which Russian Embassy or Consulate where you intend to apply for your visa. Your application will be sent to the selected authority where you have made your decision to be made regarding your application. If you have a choice, select the Consulate in Sydney (except ACT residents who must select the Embassy in Canberra).

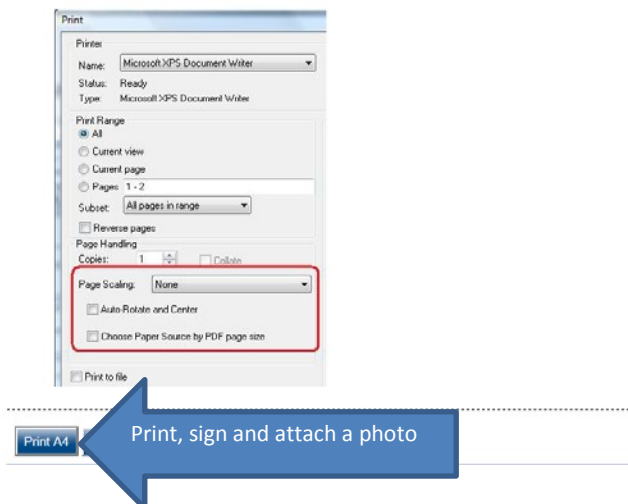
Previous Save draft Next Cancel

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## Print the completed form

Application form must be printed on A4 or Letter format paper in the following order:

- Open the file in Adobe® Reader;
- Click on "File" in menu, then click on "Print";
- Choose following configurations in new opened "Page Handling" window:
- Select "None" In "Page Scaling";
- "Auto-Rotate and Center" must be unselected;
- "Choose Paper Source by PDF page size" must be unselected;



**\*\*\*Please then send all required documentation to the correct CIBT office for processing\*\*\***

**Please note: The Russian Consulate/Embassy will not accept any handwritten changes to the application form. If you notice an error, please return to the online form, open the previously completed application, select "Get new draft I.D", edit the required field and reprint the application form.**