

DOCUMENT PREPARATION SERVICE - RUSSIA

Only complete this Document Preparation Request if you would like VisasDirect to complete your online visa application.

1. We will need to have your full application submitted together with this Document Preparation Service Request in order to cross check information.
2. We will need the completed Document Preparation Service Request before 2pm in order to have it returned to you the same day.
3. The completed online application must be signed by the applicant. We will send you the completed Russia online application via encrypted email with instructions on how to decrypt.
4. An original signature is required on the completed application form, which means it will need to be printed, signed by the applicant and sent to VisasDirect by post or courier.
5. There is an additional fee of \$52.00 plus GST for completing the Russia application online on behalf of the applicant.
6. We are unable to offer a Pre-Check service on any Document Preparation Service Request

Visa Details

Nationality:

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

Purpose of your visit: ☐ Business ☐ Tourist

Number of entries: ☐ Single ☐ Double ☐ Multiple

Date of entry into Russia (dd/mm/yyyy):

Date of exit from Russia (dd/mm/yyyy):

Personal Details

Surname (as shown in passport):

Given name/s (as shown in passport):

Other names used (ie. maiden name):

Gender: ☐ Male ☐ Female

Date of birth (dd/mm/yyyy):

Place of birth (as shown in passport):

If you were born in Russia, please fill in the following

When did you immigrate (dd/mm/yyyy):

To which country did you immigrate:

Marital status: ☐ Married ☐ Single ☐ Separated ☐ Divorced ☐ Widowed

If married, separated or divorced, please complete the following

Spouse's full name:

Spouse's date of birth (dd/mm/yyyy):

Spouse's place of birth:

Passport Details

Type of passport: ☐ Standard ☐ Other (please state):

Passport number (as shown in passport):

Date of issue (dd/mm/yyyy):

Date of expiry (dd/mm/yyyy):

Issuing authority:

Visit Details

Name of the organisation you are visiting:

Address details:

Invitation number:

Places to be visited (please list each city):

Name of your medical/travel insurance company:

Who will pay for your trip to Russia:

Name, address and telephone details for each place you will be staying in Russia:

Additional Information

Have you ever been arrested or convicted for any offence: ☐ Yes ☐ No

If yes, please give details:

Have you ever been afflicted with a communicable disease of public health significant or a dangerous physical or mental disorder? Have you ever been a drug abuser or addict?: ☐ Yes ☐ No

If yes, please provide details:

Have you ever been refused a Russian visa: ☐ Yes ☐ No

If yes, please state when and where:

Have you ever had a Russian visa cancelled: ☐ Yes ☐ No

If yes, please state when and where:

Have you ever tried to obtain or assisted others to obtain a Russian visa or enter Russia by providing false or misleading information: ☐ Yes ☐ No

If yes, please provide details:

Have you ever overstayed your Russian visa, or stayed unlawfully in Russia: ☐ Yes ☐ No

If yes, please provide details:

Have you ever been deported from Russia: ☐ Yes ☐ No

If yes, please provide details:

Do you have any specialised skills, training or experience related to fire-arms and explosives or to nuclear matters, biological or chemical substances: ☐ Yes ☐ No

If yes, please provide details:

Have you ever performed military service: ☐ Yes ☐ No

If yes, please give the following details (Country/Branch of Service/Rank/Occupation/Term from and to):

Have you ever been involved in armed conflicts either as a member of a miliatry service or a victim: ☐ Yes ☐ No

If yes, please provide the following details (Conflict Name/Country/Date):

Education and Work Experience

List the two most recent educational institutions you have attended

Name of institution:

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Course of study:

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Insitution address and telephone number:

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Date of admission (mm/yyyy):

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Date of graduation (mm/yyyy):

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Name of institution:

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Course of study:

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Insitution address and telephone number:

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Date of admission (mm/yyyy):

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Date of graduation (mm/yyyy):

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List your last two places of work, exluding your current one

Name of employer:

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Address and telephone number:

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Job title/position:

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Your manager's name:

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Employment start date (mm/yyyy):

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Employment cease date (mm/yyyy):

Name of employer:

Address and telephone number:

Job title/position:

Your manager's name:

Employment start date (mm/yyyy):

Employment cease date (mm/yyyy):

Last Visit Details

Have you ever been issued a Russian visa: ☐ Yes ☐ No

If yes, please state when and where:

Has your passport ever been lost or stolen: ☐ Yes ☐ No

If yes, please provide details:

List all the countries you have visited in the last 10 years, and indicate the exact date of the visit (country & dd/mm/yyyy):

(Please note that the date, month and year must be stated or the online form fill can't be completed. This will cause a delay to your process)

Please continue listing the countries you have visited in the last 10 years on a separate piece of paper if necessary.

List all the countries which have ever issued you a passport:

Miscellaneous information

Your father's full name:

Your mother's full name:

Your permanent address:

Phone number:

Fax number:

Email address:

Full name of your employer (do not abbreviate):

Your job title/position:

Employer address:

Work telephone number:

Work fax number:

Work email address:

Do you currently have relatives in Russia: ☐ Yes ☐ No

If yes, please provide the following details:

Full name (given and surname/s):

Relationship to you:

Date of birth:

Address in Russia:

Full name (given and surname/s):

Relationship to you:

Date of birth:

Address in Russia:

Please continue listing your relatives on a separate piece of paper if necessary.