



Documents to provide

Country: **Russia**

Business Visa

- The original **passport**, valid 6 months after the end date of the Visa, with at least 2 pages free, face to face and a copy of the passport data page.

For multiple entries, please provide us with a copy of the old Russian Visas already obtained if you do not request the new Visa with the same passport!

- A form** to be filled-in online and then printed, in Russian or French via the website of the Consular Department of **the Ministry of Foreign Affairs of the Russian Federation** :

Warning: any form that is poorly completed or reissued by our agency will be invoiced in order to avoid any refusal and productivity loss. The form must be dated and signed with a bic pen.

NB: if you prefer, we can fill-out the form for you (please ask for it when ordering)

- 1 COLOUR ID photo**

Warning: the photo provided must be less than six months old and must not have been used in a previous request.

- 2 photos** for The British, Americans and Canadians

- A letter of invitation:**

Official invitation: issued by the FMS – Federal Immigration Service

Telex: please tell us the telex number and the validity dates of the Visa requested for telex. Make sure the telex is sent to the Paris consulate.

Or

Private invitation: written invitation from a legal person, company or host organization, or from Russian national or local authorities

This invitation is written in Russian on a letterhead of the Russian company or organization addressed to the Russian Embassy in Paris and contains the following information:

- o for the guest: name, first name, date of birth, gender, nationality, passport number;
- o dates and purpose of the trip, number of entries and name of children (under 18) accompanying it for the inviting legal person: full name and address, as well as its tax registration number
- o name and function of the signatory RUSSIAN NATIONALITY (DIRECTOR) or copy of the work permit on site and passport.

- A certificate of repatriation insurance:** the Russian Consulate informs us today that the insurance must have the wording 'insurance certificate' or 'insurance policy'. **Any other naming will be rejected.** Any Visa application must be accompanied by a repatriation insurance certificate with the information described below
 1. The date of the insurance contract signature.
 2. The police number.
 3. The insured's name, first name, surname.
 4. The insurer's contact information.
 5. The validity of the insurance policy must cover the entirety of the Russian invitation.
 6. The list of medical services and medical transport, including the repatriation of the remains.
 7. The minimum amount of coverage must be EUR 30,000.
 8. Coverage territory: worldwide including Russian Federation, Europe, including Russia.
 9. The signature and stamp of the insurer

Warning: insurance must cover the dates of the invitation.

- The confirmed **flight ticket** for emergency Visa applications.

This procedure only applies to applications with an official invitation, FMS or Telex.

If this is not your case, we may still try to request a waiver from this rule but note that the result will not be guaranteed.