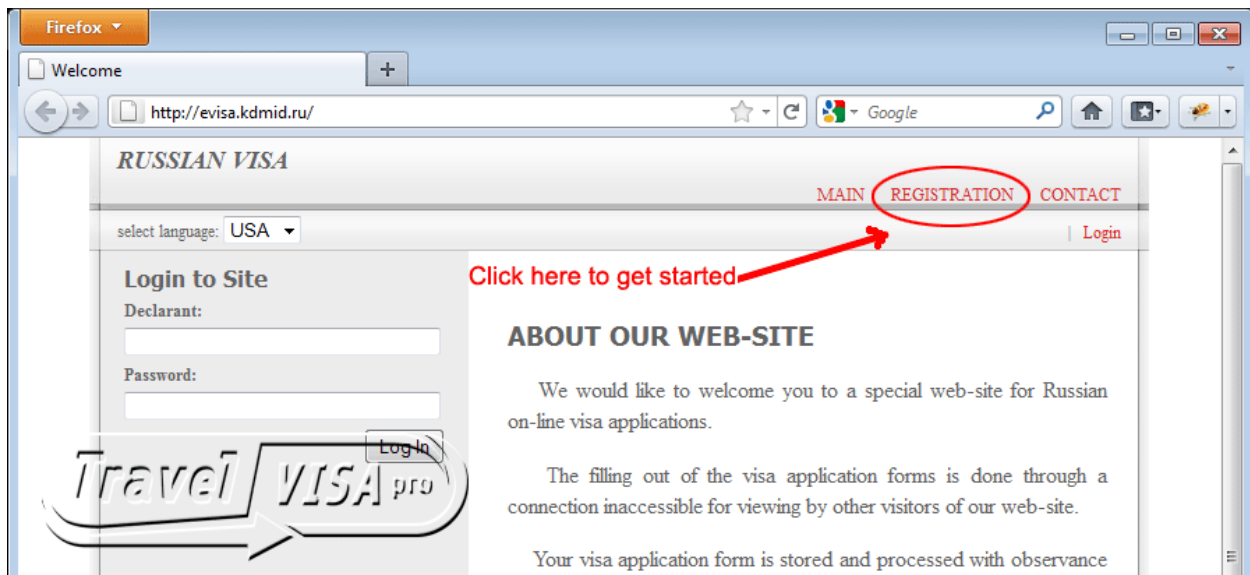
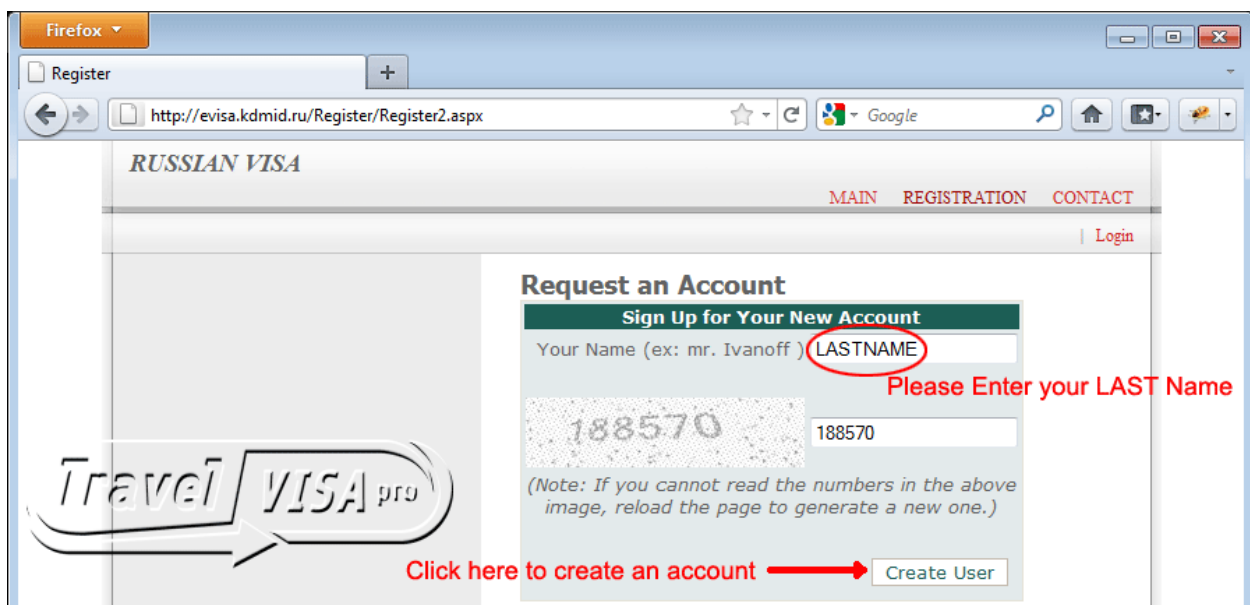


## How to fill out **RUSSIAN VISA APPLICATION** form - step-by-step guide

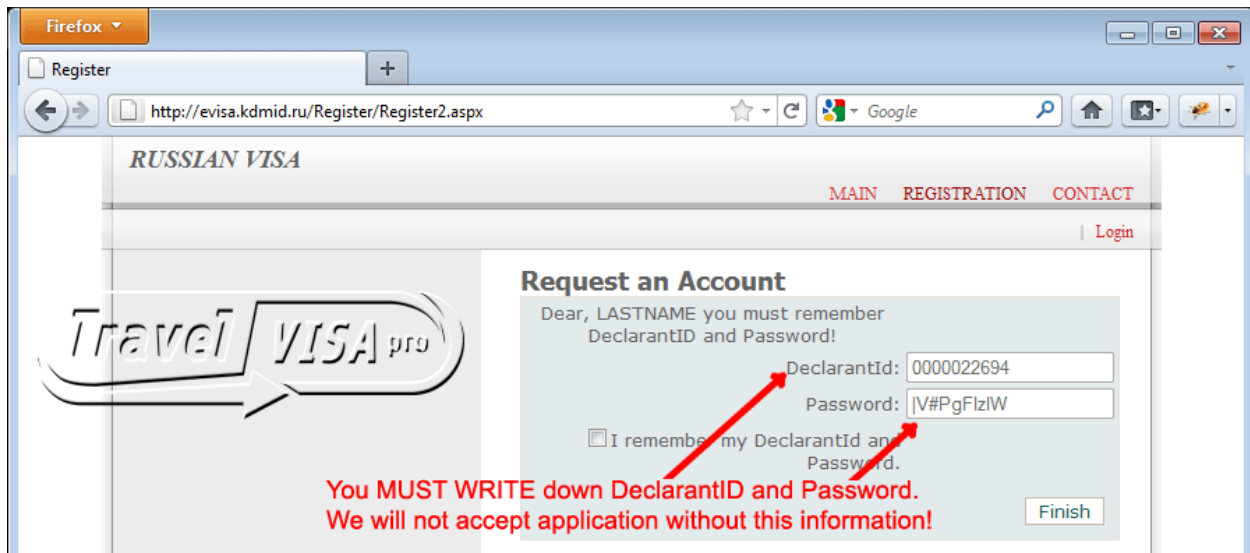
1. Click on the following link: <http://evisa.kdmid.ru/>
2. Select “REGISTRATION” to get started:



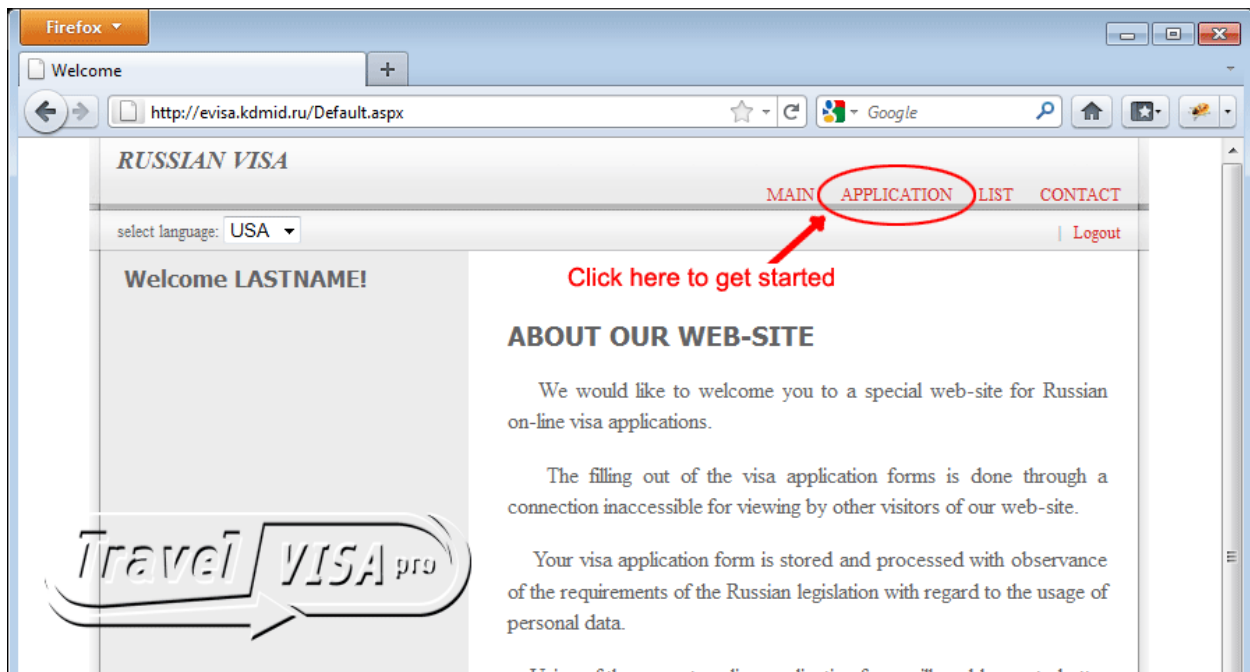
3. Create an Account:



**4. !!!MOST IMPORTANT STEP!!! You MUST WRITE down DeclarantID and Password. Please include this information in your package. We will not accept documents without this information:**



**5. Select "APPLICATION":**



6. Continue through the pages by answering visa application questions. If you do not know the answer for the particular question, please put “none”, “n/a” or “don’t know”. Estimated time burden is about 30-40 minutes.

7. Please see picture below regarding questions about Inviting organization, Telex, invitation and voucher/reference numbers.

The screenshot shows a Firefox browser window displaying the 'Register' page of the 'RUSSIAN VISA' application system. The URL is <http://evisa.kdmid.ru/Register/Register2.aspx>. The page title is 'VISA APPLICATION 20001 - 151234 (DRAFT)'. The form contains several fields with red arrows pointing to them and explanatory text:

- Name of the tourist company:** The field contains 'OOO GOLDEN MARY'. A red arrow points to this field with the text: "For Business visas only: Please enter TELEX number if you have one. Telex is an electronic invitation issued by Russian Ministry of Foreign Affairs. For tourism, please leave it blank."
- Tourist company reference number:** The field contains '002809'. A red arrow points to this field with the text: "Please enter OOO GOLDEN MARY. If you have own tourist invitation/voucher, please enter inviting organization's name."
- Number of confirmation:** The field contains '00000'. A red arrow points to this field with the text: "Please enter 002809. If you have own tourist invitation/voucher, please enter reference number here or put five zero 00000 and we will fix it later."
- Itinerary (places of visit in Russia):** The field contains '00000'. A red arrow points to this field with the text: "Please enter five zero: 00000"

At the bottom of the form, there is a '+' button and a 'Clear all' button. A 'COMODO AUTHENTIC SITE' logo is visible on the left side of the page. A 'Travel VISA pro' logo is overlaid at the bottom left of the screenshot.

**8. Please complete this page as shown below. We recommend you to either "ILS SAN FRANCISCO", "ILS HOUSTON" or "ILS WASHINGTON" as Visa issuing offices. Our website dictates which office to send application based on your state of residency and urgency of your request.**

The screenshot shows a web browser window with the URL `https://evisa.kdmid.ru/RegisteredUser/VisaAppWizard.aspx`. The page title is "RUSSIAN VISA" and it features a navigation menu with "MAIN", "CREATE NEW APPLICATION", "MY APPLICATIONS", and "CONTACT". A "Logout" link is also present.

The main content area is titled "VISA APPLICATION 20001 - 70337 (DRAFT)". It includes the following fields and elements:

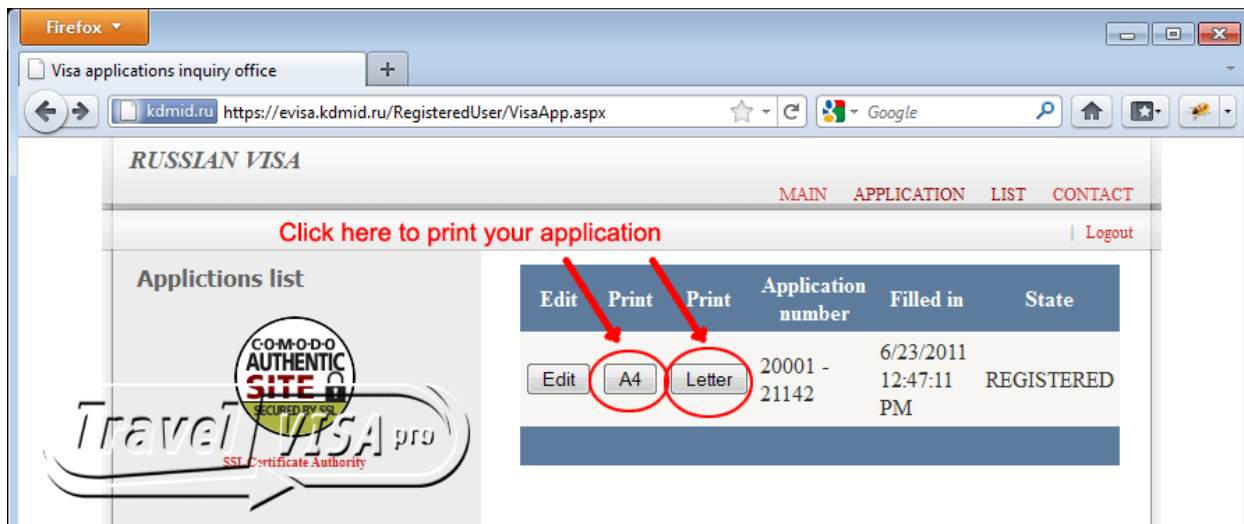
- Issuing office:** A sidebar on the left contains a "COMODO AUTHENTIC SITE" logo and the text "SSL Certificate Authority".
- Appointment date (dd/mm/yyyy):** A date selector showing "22 / 08 / 2011". A red circle highlights this field with the annotation: "Please put future date (e.g. tomorrow or any date next week). Do not put past or current date."
- Where are you going to apply?:** A section with a question mark icon.
- Country:** A dropdown menu.
- Visa issuing office:** A dropdown menu with an "Add to distribution" button next to it. A red arrow points from the text "To add Location, you need to click 'Add to Distribution'" to this button.
- Table of Issuing Offices:**

COUNTRY	CITY	EMBASSY
UNITED STATES	HOUSTON	CONSULATE GENERAL OF THE RUSSIAN FEDERATION IN HOUSTON
- Buttons:** "Cancel", "Save and send", and "Previous".

Additional red annotations include:

- An arrow pointing from the text "Visa Issuing office - Please select 'USA' and then add 'ILS SAN FRANCISCO', 'ILS HOUSTON' or 'ILS WASHINGTON' as Visa issuing offices." to the "Country:" dropdown.
- An arrow pointing from the text "To add Location, you need to click 'Add to Distribution'" to the "Add to distribution" button.

**9. After application is completed, please CLICK – “A4” or “Letter” button to print out your application.**



**10. Please write down your Application Number for your records and tracking purpose.**

**VISA APPLICATION**

**20001 - 21142** 21.06.2011 19:04:04

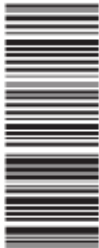
**Please WRITE DOWN the Application ID for your records**

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 (your passport will be a Russian consular, personal consular or diplomatic)	5. Purpose of visit
UNITED STATES	TOURISM
2. Last name (surname)	7. Category and type of visa
LAST NAME	SINGLE TOURIST
3. First and middle names (given name)	8. Number of entries
FIRST MIDDLE NAMES	Single entry <input type="checkbox"/> Double entry <input type="checkbox"/> Multiple entry <input checked="" type="checkbox"/>
	9. Date of entry in Russia
	10. Date of departure from Russia

**11. To avoid delays, please print application on one page on both sides. Do not FORGET to DATE AND SIGN your application at the bottom of the 2<sup>nd</sup> page.**

Relationship to applicant Applicant's address	
	Place for photograph
I agree to my personal data on this application form being processed and communicated to the appropriate Russian authorities for the issuance of a visa.	
Date (DD/MM/YY), applicant's signature	
<b>SIGN, DATE HERE</b>	
27. Other names exercised (include new partners, nicknames, etc.) NO	
28. Your permanent address, phone and fax number, Email 2021 MILLWOOD STREET SAN FRANCISCO, CA 94115, 4152230219, 8663417222 INFO@TRAVELVISAPRO.COM	
29. Place of birth (State or Territory please indicate whether and before which you are registered) UNITED STATES, CALIFORNIA	
30. Place of work or study, present position (name, address, phone and fax number, Email) TRAVEL VISA PRO, 2021 MILLWOOD STREET SAN FRANCISCO, CA 94115, 4152230219, 8663417222, INFO@TRAVELVISAPRO.COM TEST	
31. Are any of your relatives (including Russia ones)? (fill name, relation degree, date of birth, permanent address) NO	

**12. To enter another application, please click “BACK” button on your browser and then click “APPLICATION”.**

**13. If you have any questions, please do not hesitate to call us at 866-378-1722 or via email at [russia@travelvisapro.com](mailto:russia@travelvisapro.com)**