

PRIVATE VISA

DOCUMENTS REQUIRED

In order to apply for standard single-entry or double-entry private visas, you must provide:

1. Original passport containing at least 2 blank pages for visas, valid for a period of 6 months ☐
after the visa expires;
2. Online application form completed on the website visa.kdmid.ru, printed and signed in ☐
person by the applicant. ;

(When selecting the location where you are going to submit your documents, you must state the Visa Centre where you intend to submit your documents.)

3. Colour photograph - please see Photo Specifications page above. ☐
4. - An invitation to enter the Russian Federation issued by the Federal Migration Service ☐
of the Russian Federation;

OR

- A written application from a citizen of the Russian Federation made out to the Ambassador ☐
of the Embassy of the Russian Federation in the Kingdom of Belgium regarding their joint entry into the Russian Federation with members of their family, spouse or children who are minors or foreign nationals:

1. [Application form to apply in the Visa Centre in Brussels;](#)
2. [Application form to apply in the Visa Centre in Antwerp;](#)

OR

- A notarised application from a citizen of the European Union, who lives legally in the ☐
Russian Federation and invites his close relatives - close relatives shall be understood to mean parents, children, grandchildren, spouses, grandmothers, grandfathers and siblings. The copies of the documents confirming his legal residence must be attached to his application: residence permit, temporary residence permit, student or work visa;

5. The copies of the certificates issued by the civil registry office or the similar documents ☐
issued by the appropriate authority abroad.

- **Important !** If a citizen of a foreign state is the spouse of a citizen of the Russian Federation, then a marriage certificate must be submitted (if you have a Russian certificate, an original + a copy is required); if it is a foreign certificate, an original extract of the marriage certificate (**validity of such document is 3 months**) with an apostille is required, the Russian translation (extract + apostille), certified by a notary or a consular officer of Russia).
- In the case of the applications from grandparents or grandchildren there must be copies of two certificates of the civil registry office, or of the similar documents that are issued by the appropriate authority abroad. These documents must prove the kinship of the mentioned persons.

6. Medical insurance policy document, valid in the territory of the Russian Federation and ☐ covering the entire duration of the visa.

Please note - The medical insurance policy must contain:

1. the date when the agreement was signed;
2. the policy number;
3. the full name of the person insured;
4. full details of the insurer;
5. the policy must cover the entire period of stay in Russia for all type of visas;
6. a list of medical and medical-transport services provided for, including repatriation in case of death;
7. the minimum amount of cover must be 30,000 EUR;
8. the territory must be Worldwide, the Russian Federation, or Europe including Russia;
9. the signature of the insurer.

Insurance policies and confirmation letters which do not contain the information above and standard forms stamped by the insurer will not be accepted.

7. For unemployed, retired, self-employed, individual entrepreneurs and students a ☐ solvency proof is needed: a bank account / credit / debit card statement showing the movements for the last 2 weeks. Each person must have at least EUR 100 per day for the stay at his/her disposal.
8. For the minors one should provide an extract from the birth certificate received in the ☐ municipality of Belgium (in English, French or Dutch) or any other similar foreign authority;
9. In case of travelling with only one parent:
- a copy of the ID card or the passport of the second parent, ☐

- the second parent authorization for leaving the country received in the municipality of Belgium indicating the dates of the trip. ☐

OR

If the child is travelling accompanied by a third person:

- copies of the ID Card or the passports of both parents ☐
- their parental authorization for leaving the territory of Belgium in the company of this person. ☐
- a solvency proof issued not earlier than two weeks should be provided: a bank statement of parents or any other person with a copy of their ID card (100 euros per day for the stay). ☐

10. Citizens of all countries except for the EU countries should provide a valid Belgian residence permit with the durability of more than 90 days. ☐

Please note that the citizens of Denmark, Ireland and Great Britain and the Northern Ireland need to provide a permanent residence permit.

USA citizens do not need to provide a permanent residence permit.

11. The applicants that provide the written invitation from the Russian Federation citizen that points out that other family members would accompany him to Russia need to provide the following additional documents:

- a valid foreign passport and the copy of the 1st page ☐
- document that proves the kinship and its copy ☐
- a valid Belgian ID of the Russian citizen and its copy ☐

Important! In case there is a difference in the writing of the name or surname in the passport and Belgian ID of a Russian citizen one should provide the document of the history of name change given by the Commune or the certificate of the name change received in Russia. ☐

Important: The Embassy of the Russian Federation in the Kingdom of Belgium may require additional documents before issuing a visa, may invite you to an interview or extend the time required for consideration of your visa application.

Payment of the consular and service charges may be made at the Visa Centre.

I hereby confirm that I have submitted a complete application and that I know and accept the minimum processing times required for my visa application.

Date: _____

Signature: _____